

## Christiania Lutheran Church: Request for Payment

Date: \_\_\_\_\_ Check Payable to: \_\_\_\_\_

Electronic Payment \_\_\_\_\_ Credit Card Payment \_\_\_\_\_ Paper Check Request \_\_\_\_\_

Reason for Payment: \_\_\_\_\_ Total Expense: \$ \_\_\_\_\_

Requested by: \_\_\_\_\_ Receipt Attached: \_\_\_\_\_ Invoice Attached: \_\_\_\_\_

Date check request is to be paid: \_\_\_\_\_ Approved for payment by: \_\_\_\_\_

SUB ACCOUNT	FUND		AMOUNT DUE
		\$	
		\$	
		\$	
		\$	

Christiania Lutheran Church has a tax-exempt number. Please request a copy  
**We do not reimburse for tax - thank you for your donation.**  
 NO RECEIPT REQUIRED FOR REQUESTS UNDER \$5.00.