



New Jerusalem

A church... Walking in Kingdom Authority

Dwayne K. Pickett, Sr., Pastor

MINISTRY VOUCHER REQUEST

MINISTRY: _____

Amount Requested: \$ _____

Date of Request _____ Date of Event _____

REQUESTED BY: _____

E-mail: _____ Phone #: _____

PAYABLE TO: _____

E-mail: _____ Phone #: _____

PURPOSE: _____

IS THE REQUESTED AMOUNT IN YOUR MINISTRY'S BUDGET? __ Yes __ No
Please Return ALL Monies and Receipts within 48 hours of the Event.

Dept Head Signature _____ Date: _____

Executive Head Signature: _____

(All vouchers must have Department Head signature)

(NJC Finance Committee Use Only)

Check Number: _____ Date Issued: _____

Revised 12.7.2020

