CHURCH BUDGET REQUEST FOR 20___
FIVE OAKS SEVENTH-DAY ADVENTIST CHURCH

Department_____ Submitted by _____

Date Submitted _____ Phone No. _____ Email _____

Please meet with your department and discuss your plans for the next quarter, six months or year and what your needs may be for funding from the Church Budget. Please submit your requests to the Church Treasurer no later than the week before the next Church Board meeting that occurs before the quarter you are requesting funds.

EVENTS PLANNED FOR PERIOD _____ TO _____

DATE	BRIEF DESCRIPTION	ESTIMATED COST
	TOTAL	

EQUIPMENT, MATERIALS OR SUPPLIES NEEDED

DESCRIPTION	PURPOSE	ESTIMATED COST
	TOTAL	

Use the space below and the back to elaborate on the above requests if more explanation is needed.

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