

*Maranatha*  
SEVENTH-DAY ADVENTIST CHURCH  
**CHECK REQUEST FORM**

Date Requested: \_\_\_\_\_

Make Check Payable to: \_\_\_\_\_ Amount: \_\_\_\_\_

\_\_\_\_\_ Amount: \_\_\_\_\_

\_\_\_\_\_ Amount: \_\_\_\_\_

Total: \_\_\_\_\_

Justification / Purpose of Funds: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## MANDATORY SIGNATURES

All vouchers must be signed by the Pastor or the First Elder.

Ministry Name: \_\_\_\_\_ Ministry Leader: \_\_\_\_\_

(Department Name)

1st Elder's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Pastor's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

### Treasury Staff Use Only

Treasury Staff Signature: \_\_\_\_\_ Date Processed: \_\_\_\_\_

Check # \_\_\_\_\_