



Zion Travelers M. B. Church Purchase Requisition



Date _____ Date Needed _____

SELECT YOUR MINISTRY

Clergy _____	Help _____	Outreach _____	
Clerical/Program _____	Instruction _____	Technology _____	
Counseling _____	Men _____	Women _____	
Finance _____	Music _____	Youth _____	

Please be as detailed as possible

Program or Event _____

Supplies/Materials

	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total	\$

Equipment

	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total	\$

Food-Women's Ministry Only

	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total	\$

Other

	\$
_____	\$
_____	\$
_____	\$
_____	\$
Total	\$

Total requested amount \$ _____

Check should be written to _____

Person making request _____

For Finance Office Use Only

Approved _____ Denied _____

Finance Captain _____ Finance Chairperson _____

Finance Co-Chair _____ Pastor _____

Difference Returned \$ _____ Posted to Powerchurch _____