

St. Nicholas Orthodox Church
REQUEST for FUNDS

Ministry/Committee: _____

Chair: _____

Today's Date: _____

Our ministry is seeking funds for the following occasion:

Event/Purpose: _____

Date Needed: _____

Requested by: _____

Amount: \$ _____

Explanation of how funds will be used and/or the benefit of this purchase:

To whom should the check be made payable? _____

Distribution: The check will be placed in your Ministry Box unless otherwise stated.

APPROVAL SECTION:

Handwritten Check: Yes No

Check #: _____ Amount: \$ _____ Date Paid: _____

For Parish Council Use Only:

Date submitted at PC meeting _____ Approved Declined

Revised: _____

Request for further information: _____

Requestor advised. Date: _____ By: _____

TREASURER SECTION:

Account #: _____

Approval: _____

Approval: _____