

MAPLE SPRINGS BAPTIST CHURCH

4131 Belt Road
Capitol Heights, MD 20743

CHECK DISBURSEMENT REQUEST FORM

TO: Treasurer/Assistant Treasurer

Please disburse the following checks:

ACCOUNT: _____.

CHECK NUMBER	AMOUNT	PAYEE	BUDGET CATEGORY

◆◆◆◆◆◆◆◆◆◆ TO BE COMPLETED BY FINANCE MINISTRY ONLY ◆◆◆◆◆◆◆◆◆◆

FINANCE MINISTRY APPROVAL:

AUTHORIZED BY: _____ DATE SIGNED: _____

WRITTEN BY: _____ DATE SIGNED: _____