



Check Request Form
 First United Methodist Church
 Howe, Texas

Date of Request:		Person Requesting the Check:	
Amount:		Make Check Payable to:	
Ministry Area:		Fund(s) to be Debited:	

Description of Item:

Reason for Purchase:

Check Distribution Method:

Pick up in Church Office

Mail to:

Approved By: _____

Receipts MUST be attached for approval