

KIRBY WOODS BAPTIST CHURCH

6325 Poplar Avenue

Memphis, TN 38119

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REQUEST FOR MISSION MINISTRY EXPENSES

(To be Submitted to the Missions Office)

| MISSION TEAM INFORMATION (To be completed by applicant/team leader) | |
|---|--------------------------------|
| Proposed Mission Trip to: _____ | Trip Project Number _____ |
| Name of Applicant/Team Leader: _____ | |
| Address: _____ | |
| Home Phone: _____ | Work phone: _____ Email: _____ |
| Inclusive Trip Dates _____ | |

| REQUESTED FUNDS FOR MISSION TRIP SUPPLIES | |
|---|----------------------|
| <u>Consumable Materials, Supplies to be used on Mission Trip</u> | |
| (These are expendable/consumable items that are to be used as ministry on the field. It is required that all items be purchased by use of KWBC tax-free suppliers if at all possible) | |
| Examples: pencils, pens, tapes, bracelets, evangeucubes, books, crayons, VBS materials, etc. | |
| <u>ITEMS</u> | <u>AMOUNT</u> |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| Total Request | _____ |
| <hr/> | |
| Date Funds are Needed from KWBC | _____ |

Missions Committee Use Only

Original Request Received By: _____ Date _____

Committee Action:

_____ Date _____

Chairman: _____ Minister of Missions _____

Checks Disbursed:

| | | | |
|-------------|---------------|-----------------|-----------------|
| Date: _____ | Check # _____ | Account # _____ | Amount \$ _____ |
| Date: _____ | Check # _____ | Account # _____ | Amount \$ _____ |
| Date: _____ | Check # _____ | Account # _____ | Amount \$ _____ |
| Date: _____ | Check # _____ | Account # _____ | Amount \$ _____ |
