

**Zion Prospect Baptist Church**

408 Darby Road  
Yorktown, VA 23693

**VOUCHER**

Date: \_\_\_\_\_ Voucher Number: \_\_\_\_\_

Requesting Ministry: \_\_\_\_\_ Approval Signature of Ministry: \_\_\_\_\_

Make Check Payable to: \_\_\_\_\_

Payment Amount (for services or supplies): \_\_\_\_\_

Purpose: \_\_\_\_\_

\_\_\_\_\_

Trustee's Signature: \_\_\_\_\_ Office Manager Initials: \_\_\_\_\_ Pastors' Initials: \_\_\_\_\_

**Record Keeping:**

Voucher Paid by Check # \_\_\_\_\_  This voucher was voided and no check was issued.

Check Dated: \_\_\_\_\_ Reason: \_\_\_\_\_

Voucher Amount: \_\_\_\_\_

**Zion Prospect Baptist Church**

408 Darby Road  
Yorktown, VA 23693

**VOUCHER**

Date: \_\_\_\_\_ Voucher Number: \_\_\_\_\_

Requesting Ministry: \_\_\_\_\_ Approval Signature of Ministry: \_\_\_\_\_

Make Check Payable to: \_\_\_\_\_

Payment Amount (for services or supplies): \_\_\_\_\_

Purpose: \_\_\_\_\_

\_\_\_\_\_

Trustee's Signature: \_\_\_\_\_ Office Manager Initials: \_\_\_\_\_ Pastors' Initials: \_\_\_\_\_

**Record Keeping:**

Voucher Paid by Check # \_\_\_\_\_  This voucher was voided and no check was issued.

Check Dated: \_\_\_\_\_ Reason: \_\_\_\_\_

Voucher Amount: \_\_\_\_\_