

Westminster Presbyterian Church - Credit/Debit Card Purchase Form

Card Used By:

Date Requested

____/____/____

Purpose of Use:

Date of Purchase

____/____/____

Card Number/Name being used or requested:

Vendor Name AND Date of Purchase	Nature of Expenditure	Budget Account To Be Charged		Amount Charged	
		Name	Number		

Approved By:

To Be Completed by Bookkeeper:

Entered into QuickBooks	Date
	____/____/____