

Lakeway Expense Report

Expense Date	Purpose of Expense	Budget Code#	Designated Check	Undesignated Check	Expense Total
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PLEASE ATTACH RECEIPTS TO BACK OF FORM			Total Expense		
Signature of Ministry Lead Approving Expense					

Code	2000-Mission Ministries		Code	7000-Child E&D
2006	VBS		7000	Sunday School- Children's
2008	Living Nativity		7007	Kids Arts - Puppet & Choir
2009	New Beginnings (Easter)		Code	9000-Staff
2010	Special Events		9016	love gift
2011	Hungry souls		Code	9100-Base Administration & Utilities
2012	Outreach (NEW)		9102	Office Postage
Code	3000-Incorporation/Fellowship		9103	Office Supplies
3001	Fellowship/Potlucks		9106	Copiers
Code	4000-Worship		9113	Incidentals/ Other
4008	Worship-Media Audio Visual		Code	9200-Building / Site
4013	Worship-Sound Equipment		9203	Janitorial Supplies
Code	5000-Church Ministries		9204	Kitchen/soap/coffee/Comm.
5001	Adult Literature & Supplies		9205	Air conditioning Maintenance
5002	Women's Ministries		9206	Building Maintenance
5006	Men's Ministries		9210	Floor Strip & Wax
5007	Advertising/Public Relations			
5015	Ministry Lead Training			
5016	Leadership Retreat			
Code	5100-Small Groups/Care & Crises Min/Other			
5100	Small Groups-Adults/ Young Adults			
5115	Care & Crisis Ministry			
5116	Pastoral Care			
5117	First Impressions			
5118	Sermon Supplies			
Code	6000-Youth E&D			
6000	Youth			