***Minister Expense Form*** Your Church Name  
 City, State, Zip

**Pastor:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **Type of Expense** | **Explanation of Expense Item(s)** | **Reimbursement Amount** |
|  |  |  |
| **Mileage** | **Ending Mileage:** |  |
| **From: To:** | **Beginning Mileage:** |  |
|  | **Total Mileage: @$.545** |  |
|  |  |  |
| **Parking Fees/Tolls** |  |  |
| **Dues** |  |  |
| **Misc. Ministry Materials** |  |  |
| **Education** |  |  |
| **Other:** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total Ministry Expense** |  |  |

**Signature of Pastor:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature of Treasurer:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_