

Check No. _____

Check Date _____

Budget Expenditures Highland Utah East Stake

Budget Category (select from below*): _____

Responsible Organization: _____

Requested By: _____

Make Check Payable To: _____

If not member of stake, Street Address: _____

City, State, Zip: _____

Expenditures (*Receipts must be attached to back of form*)

Item Description	Activity / Purpose	Item Cost	Sales Tax	Total Cost
Totals:				

Authorization for Expenditures

Organization Head: _____
Printed Name _____ Signature _____

Stake Presidency: _____
Printed Name _____ Signature _____

Stake Financial Clerk: _____
Printed Name _____ Signature _____

*Budget Categories

Miscellaneous:
000- Miscellaneous Expenses

Activities:
110- Stake Leaders Christmas Party
120- Sports

Administration:
210- Office Supplies: Toner, Copiers, Etc.
220- Postage for Stake Presidency / Clerks
225- Computer and Internet Expenses
230- Books for Stake Presidency
240- Missionary Newsletter
250- Stake Conference
255- Self-Reliance Manuals
260- Baptismal Clothing
270- Music Committee
280- Stake Mission-Book of Mormon, Etc.
295- Wild Rose Branch

High Priests:
310- High Priests Social
320- Young at Heart
330- Family History

Other Category: (*Collected Funds, not budget*)

Primary:
400- Primary Expenses

Relief Society:
500- Relief Society Expenses
510- General Women's Meeting

Single Adults:
610- Young Single Adults
620- Single Adults

Sunday School:
700- Sunday School Expenses

Young Men:
800- Aaronic Priesthood / Young Men
810- Missionary Preparation, Medallions
830- YM Encampment
850- Trek
860- Stake Youth Conference

Young Women:
900- Young Women Expenses
910- Stake YW Camp
915- Laurel Retreat
920- AP / YW Combined
940- Seminary Graduation
950- Special Needs Mutual
960- Multi-Stake Youth Dances