



**Hanover
United Methodist
Church**

220 E. Lagrange Rd
Hanover, IN 47243
812-866-3101
www.hanoverinumc.org

Missing Receipt Form

I am requesting reimbursement for the following items for which the itemized receipt(s) are unavailable for my accounting.

Name: _____

Ministry Committee: _____

Reason for the Missing Receipt:

Merchant Name: _____

Merchant Address (Street, City, State, Zip Code): _____

Description of Expenditure:

Signed: _____

Date: _____