



Tel: 866.684.9935

235 Peachtree Street NW | Ste. 400 | Atlanta, GA 30303

MINISTERS & CLERGY

Parsonage Allowance		Auto Travel (In miles)	
Allowance Received		Educational	
Interest - Home		Funerals	
Taxes - Home		Infirm - Hospital Visits	
Rent - Home		Parishioner Meetings	
Repairs - Home		Weddings	
Insurance - Home		Visitation	
Utilities - Home		Outings - Congregation	
Other _____		Tolls (\$)	
Supplies & Expenses		Parking (\$)	
Books - Music & Theology		Other: _____	
Business Cards		Travel - Out of Town	
Clerical Service		Airfare	
Entertainment (enter 100% of expenses)		Car Rental	
Insurance - Business		Parking	
Legal & Professional Services		Bus, Subway, & Taxi	
Map Book		Lodging (do not combine with meals)	
Pager		Meals (do not combine with lodging)	
Photocopy & Greeting Cards		Porter, Bell Captain	
Postage		Laundry	
Software - Appointment/Calendar		Bridge & Highway Tolls	
Software - Genealogy		Telephone	
Software - Word Processing		Other: _____	
Vestments		Continuing Education	
Vestments - Repair		Correspondence Course Fees	
Computer		Course Registration	
On-Line Services		Materials & Supplies	
Other: _____		Photocopy Expense	
Other: _____		Reference Material	
Telephone Expenses		Seminar Fees	
Cellular Calls		Textbooks	
FAX Transmissions		Other: _____	
Paging Service		Equipment Purchases	
Pay Phone		Computer & Printer	
Toll Calls		Answering Machine	
Other: _____		Calculator & Copier	
Miscellaneous Expenses		FAX Machine	
Business & Professional Associations		Pager	
Professional Subscriptions		Telephone	
Other: _____		Other: _____	