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Reimbursement Expense Form – Account Number Look-up

Expense Account #	Expense Line Item Description
01-5403	Administrative: Advertising
01-5571	Administrative: Computer - Hardware / Software
01-5575	Administrative: Computer - IT Support
01-5420	Administrative: Food Purchased
01-5405	Administrative: Internet Services (i.e. google)
01-5442	Administrative: Licenses, Permits, Fees
01-5585	Administrative: Member / Subscription Renewal
01-5583	Administrative: Office Equipment / Maintenance
01-5430	Administrative: Office Supplies
01-5404	Administrative: Online Services (i.e. graphics, smores, etc.)
01-5439	Administrative: Postage
01-5450	Administrative: Printing Expenses
01-5490	Administrative: Professional Services
01-5555	Admin./Internet: Website (i.e. Mod-X)
01-7501	Adult Ministry Education

- 13-7563 Altar Guild: Baptism Expense
- 13-7565 Altar Guild: Candles & Gen. Supplies
- 13-7556 Altar Guild: Cleaning Supplies
- 13-7560 Altar Guild: Communion Supplies
- 13-7552 Altar Guild: Flower Expense
- 13-7558 Altar Guild: Robe Accessory & Cleaning

- 01-6907-401 Benevolence: Children's Memorial Food
- 01-6915-407 Benevolence: ELCA National
- 01-6917-402 Benevolence: ELCA Synod
- 01-6910-405 Benevolence: Designated
- 01-6905-403 Benevolence: Hollis
- 01-6923 Benevolence: Local
- 01-6912-404 Benevolence: MLM
- 01-6925 Benevolence: Regional
- 01-6920-406 Benevolence: St. Mark Hope & Peace

15-7675 Better Together Concert Expense

01-8185 Books & Literature

01-7920 Caring Connection

05-7155	Children's Baptismal Books
05-7107	Children's Cradle Roll
05-7161	Children's Classroom Resources
05-7157	Children's First Communion
05-7167	Children's Fund Raiser Expense
05-7105	Children's Nursery Material / Supplies
05-7165	Children's Community Kick-off BBQ
05-7159	Children's Speakers / Intergeneration
05-7153	Children's Sunday School
05-7163	Children's Team Expenses
01-5571	Computer Hardware / Software
01-8110	Conferences & Conventions: Bishops Convo
01-8107	Conferences & Conventions: CSS Assembly
01-8105	Conferences & Conventions: General Conventions
01-8115	Conferences & Conventions: Leadership Development
01-6740	Council Expense
01-6742	Council Retreat
01-5621	Design Team Expense
01-5622	Design Team Non-Budget Exp.

05-5807 Facilities: Building Fund Project

01-5709 Facilities: Custodial Services

01-5715 Facilities: Custodial Supplies

01-5751 Facilities: Equipment Replacement

01-5718 Facilities: Kitchen/Bathroom Supplies

01-5772 Facilities: Landscape Maintenance

01-5740 Facilities: Repairs & Maintenance

01-5775 Facilities: Snow Removal

01-7830 Fellowship Activities

01-7805 Fellowship New Member Event

01-7827 Fellowship Salem Cafe

Finance Team Expense

01-5521 Finance: Bank Charges

01-5525 Finance: Finance Charges

01-8187 Flowers & Gifts

60-8204 Fundraiser Expense (include Major fundraiser name)

01-8501 General Miscellaneous Expense

20-5571 Growth Fund: Admin. - Computer Hardware / Software

20-7906 Growth Fund: Mailings

20-7907 Growth Fund: Other

20-6808 Growth Fund: Ministries - Adult Café

20-7501 Growth Fund: Ministries – Adult Education

20-8057 Growth Fund: Ministries - KCSN Adult Mission Trip

20-7023 Growth Fund: Ministries - Lead 4 Change Exp.

20-8115 Growth Fund: Ministries - Leadership Development

20-7486 Growth Fund: Ministries - Men’s Ministry Retreat

20-7510 Growth Fund: Ministries – New Ministry

20-7835 Growth Fund: Ministries - Small Group Ministry

20-5263-016 Growth Fund: Staff Direct Expense

01-5178 Guitarist (General Administration)

75-8520 Hall Estate Expense

83-8051 KCSN T-Shirts

83-8055 KCSN Events

83-8057 KCSN Adult Mission Trips

78-7023 Lead 4 Change Expense (Thrivent Choice Fund)

68-6304 Memorial Fund: Facility Expenditure

65-6304 Memorial Fund: General Gift Expenditure

67-6304 Memorial Fund: Ministry Gift Expenditure

66-6304 Memorial Fund: Scholarship Gift Expenditure

48-7480 Men's DABS Class

48-7483 Men's Ministry Expense

78-7022 Men's Pancake Breakfast (Thrivent Choice Fund)

48-7485 Men's Speaker's Expense

03-6808 Oasis Cafe Expense (adults)

03-6802 Oasis Meal Expense

03-6803 Oasis Program Expense

01-5180 Organist (General Administration)

01-7905 Outreach: General Outreach

18-7075 Pantry Pack: Food Purchase

01-6752 Past Presidents Expenses

01-5063-011 Pastor's Continuing Education

01-5069-016 Pastor's Direct Expense

01-7925 Pastor's Discretionary Funds

01-5064-012 Pastor's Profession Expense

01-5065-013 Supply Pastor

01-5441 Safe Sanctuary: Background Checks

50-7402 Salem Seniors Expense

42-7447 Salem Sisters: Craft Expense

42-7438 Salem Sisters: General Expense

42-7440 Salem Sisters: Retreat Expense

42-7450 Salem Sisters: Scholarship

01-5263-016 Staff Direct Exp.

01-5262-011 Staff Training (General Administration)

01-6728 Stewardship Education Expense

01-6730 Stewardship Annual Pledge Drive

10-7266 Teen Event: Middle School Activities, Events, Trips
10-7264 Teen Event: Middle School Confirmation Expense
10-7265 Teen Event: Middle School KCLYC Expense
10-7267 Teen Event: Middle School Fundraising
10-7265 Teen Event: Middle School KCLYC Expense
10-7271 Teen Event: Senior High Activities, Events, Trips
10-7270 Teen Event: Senior High KCLYC

10-7353 Teen Fund Raiser Expense

10-7350 Teen Middle School Camp Trip

10-7326 Teen Service Project

10-7360 Teen Scholarships Awarded

10-7258 Teen Sunday School: Middle School
10-7260 Teen Sunday School: Senior High School

78-7021 Thrivent Choice: Expense
78-7023 Thrivent Choice: Lead 4 Change
78-7024 Thrivent Choice: Welcome Team

08-7176 VBS Expense

01-8175 Visitor Materials & Gifts

01-6776 Welcome: Team Expense

78-7024 Welcome Team Expense (Thrivent Choice)

15-7640 Worship: Candle Expenses

15-7615 Worship: Choir & Special Music

15-7635 Worship: Liturgies, Pamphlets

15-7627 Worship: Miscellaneous Team Expense

15-7620 Worship: Piano, Organ, Sound Maintenance

15-7625 Worship: Software Licenses

15-7630 Worship: Supplies

01-5146-011 Youth Ministry – Continuing Ed

01-5149-012 Youth Ministry – Professional Exp.