

# Community of Christ

## REQUEST FOR OBLATION AID REIMBURSEMENT (OB100 Reports must be attached)

Name of Jurisdiction to be Reimbursed: \_\_\_\_\_

SC Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_

|  | Name of Person(s) Receiving Oblation – (30 Characters) | Amount |
|--|--|--------|
| 1  |  |        |
| 2  |  |        |
| 3  |  |        |
| 4  |  |        |
| 5  |  |        |
| 6  |  |        |
| 7  |  |        |
| 8  |  |        |
| 9  |  |        |
| 10   |  |        |
| Total to be coded to account # 42-35860-7596 |  |        |

Prepared by: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**Jurisdiction Role**

- Complete an OB-100 report for each time aid is given.
- Complete one “Request for Oblation Aid Reimbursement” form that equals the total of all aid reports.
- Itemize each oblation aid given by name and amount.
- A reimbursement check will be mailed to you.
- Send this form with all OB-100 reports attached as soon as it is completed to:  
Fiscal Services: By fax (816-521-3094); or by mail (1001 W. Walnut, Independence, MO 604050-3562 USA)
- This expense cannot be netted against amount due to World Church.

**Fiscal Services Role**

- A check request will be prepared and submitted to Accounts Payable Desk.  
Checks are only processed on Thursday each week.
- The reimbursement check should be mailed out the following Friday or Monday.
- Reimbursed aid forms (OB-100s) are then sent to Stewardship Ministries.