

United Methodist Church of Chugiak
PO Box 670909, Chugiak, AK 99567

Purpose: To sell items for the benefit of the church.

Roles and Responsibilities: Any church member may sell items for the benefit of the church. The Finance Committee shall maintain a tracking sheet in the workroom; all items must be listed here. Once an item sells, monies* and a printed receipt of the sale shall be sealed in an envelope and placed in the workroom depository. The name of donor shall be included. The sales receipt shall include the date, amount, item sold, and the seller's name.

* If a check has been accepted, and this should only be done for known buyers, it can be made out to UMCC.

Routing

1. Finance Committee
2. Administrative Council