

**BUDGETED ITEMS-Authorized Signatures for Check Requests**

Budget Area	(1) Approve Checks	Email	(2) Approval of Chair/ Officer Requests	Email
Administrative Expenses	disbursement Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Buildings Committee	Chair	<a href="mailto:buildingscomm@uufc.org">buildingscomm@uufc.org</a>	<b>BOT Member-B &amp; G</b>	<a href="mailto:mematlarge2@uufc.org">mematlarge2@uufc.org</a>
Congregational Expenses	disbursement Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Debt Expenses	disbursement Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Care Committee	Chair	<a href="mailto:carecomm@uufc.org">carecomm@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Communications Committee	Chair	<a href="mailto:commcomm@uufc.org">commcomm@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
DLFF Committee	<a href="#">Chair</a>	<a href="mailto:dlff@uufc.org">dlff@uufc.org</a>	<a href="#">disbursing Treasurer</a>	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Employer Expenses	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Finance Committee	<a href="#">CFO</a>	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Grouds Committee	<a href="#">Chair</a>	<a href="mailto:groundscomm@uufc.org">groundscomm@uufc.org</a>	BOT Member-B & G	<a href="mailto:mematlarge2@uufc.org">mematlarge2@uufc.org</a>
Hospitality Committee	<a href="#">Membership Chair</a>	<a href="mailto:membership@uufc.org">membership@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Membership Committee	<a href="#">Chair</a>	<a href="mailto:membership@uufc.org">membership@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Music/Choir	<a href="#">Worship Chair</a>	<a href="mailto:worshipservices@uufc.org">worshipservices@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Payroll	<a href="#">Treasurer</a>	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Personnel Committee	<a href="#">Chair</a>	<a href="mailto:personnel@uufc.org">personnel@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Shared Ministry Committee	<a href="#">Chair</a>	<a href="mailto:sharedministry@uufc.org">sharedministry@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Social Action Committee	<a href="#">Chair</a>	<a href="mailto:socialactioncomm@uufc.org">socialactioncomm@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Stewardship Committee	<a href="#">Chair</a>	<a href="mailto:stewardsshipteam@gmail.com">stewardsshipteam@gmail.com</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>
Worship Committee	<a href="#">Chair</a>	<a href="mailto:worshipservices@uufc.org">worshipservices@uufc.org</a>	disbursing Treasurer	<a href="mailto:disbursingtreasurer@uufc.org">disbursingtreasurer@uufc.org</a>

Note: If Column 1 authorizers are unavailable, Column 2 can approve expenses/Checks for that area **provided** Chair/Authorizer is advised via email.

**NON-BUDGETED ITEMS-Authorized Signatures for Check Requests**

Budget Area	(1) Approve Checks	Email	(2) Approval of Chair/ Officer Requests	Email
Fundraising	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Memorial Garden	Minister	<a href="mailto:minister@uufc.org">minister@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Minister	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Ministers Discretionary Fun	Minister	<a href="mailto:minister@uufc.org">minister@uufc.org</a>	CFO (for audit purposes or	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Miscellaneous Board	President	<a href="mailto:president@uufc.org">president@uufc.org</a>	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>
Passthrough Funds	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Planned Giving	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Special Funds	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>
Special Projects-Misc	CFO	<a href="mailto:cfo@uufc.org">cfo@uufc.org</a>	President	<a href="mailto:president@uufc.org">president@uufc.org</a>