



VAN REQUEST FORM

Transportation Ministry

TRIP INFORMATION

DESTINATION

ADDRESS

PURPOSE OF TRIP.....

NUMBER OF PASSENGERS.....

DEPARTURE DATE/TIME.....

RETURN DATE/TIME

APPROVAL SIGNATURES

SIGNATURE DATE

SIGNATURE..... DATE

SIGNATURE..... DATE

SIGNATURES REQUIRED ARE
THE REQUESTING MINISTRY
TRANSPORTATION MINISTRY
TRUSTEE MINISTRY

If the requester is the Trustee or Transportation
ministry, the Deacons or Pastor should be the 2nd
approval to avoid any confusion.

