

Pulpit Supply Voucher
Heartland Presbytery

Those providing Pulpit Supply should submit this voucher to the church treasurer or other person responsible for compensating a visiting preacher. If full compensation is not provided at the time of the worship service in question, please mail the balance to the preacher at the address shown below. Note: Preaching honorariums are considered by the IRS as regular income, reportable on a person's annual income tax return. If a person receives more than \$600 from one source, that source (church) is expected to obtain the person's Social Security number (see IRS Form W-9) and file a 1099-MISC for that tax year.

Date _____ Church _____

Name of preacher _____

Preacher's address _____

Number of miles from preacher's home to the church (one way) _____

Total miles driven by preacher (round trip) _____

Number of worship services at which pastor preached and led worship _____

Honorarium and mileage due to preacher:

Honorarium _____ (see chart on Pulpit Supply Policy sheet)

Mileage _____ (Current IRS business reimbursement rate)

Total _____