

## ELEGIBILITY FOR CHURCH TREASURY COMPUTER SUBSIDY

### TREASURY

Churches are eligible to receive a Treasury computer subsidy from the Texas Conference of up to \$450 (excluding accessories and software) when the following requirements are met:

1. The church board must approve the purchase of a computer to be used exclusively for church treasury work.
2. The church treasurer in active duty must be certified at the annual Texas Conference Treasurers' Certification and Training within the last four (4) years.
3. The computer must be purchased before the subsidy is granted to the church. Present the Texas Conference tax exemption certificate to avoid paying sales taxes.
4. After the computer is purchased, the church treasurer must fill out the **Church Treasury Computer Subsidy Request form** (attached).
5. The church board minutes showing the approval to purchase the computer must be included with the subsidy request.
6. A copy of the itemized receipt for the computer purchase must be included with the subsidy request.
7. The completed subsidy request form, the minutes and the copy of the receipt may be scanned and submitted by email to [lvelez@txsda.org](mailto:lvelez@txsda.org), by fax at **866-819-4895**, or by regular mail to the following address:

**Texas Conference of Seventh-day Adventists  
Treasury Department  
P.O. Box 800  
Alvarado, TX 76009**

**NOTE:** Churches are eligible to receive the subsidy referenced above once every four (4) years if the church treasurer in active duty has been certified within those four (4) years.



## ELEGIBILITY FOR CHURCH TREASURY COMPUTER SUBSIDY

CHURCH TREASURY COMPUTER SUBSIDY REQUEST FORM		
Church Name: _____		
Mailing Address: _____		
Treasurer Name: _____		
Certification Date: _____		
DATE OF PURCHASE	DESCRIPTION OF EQUIPMENT	AMOUNT
TOTAL:		

***Please include church board minutes approving the computer purchase, and an itemized receipt showing the purchase.*** Computer subsidy of up to \$450 is granted to a church once every four (4) years if the church treasurer in active duty has been certified within those four (4) years.