

Park Plaza Church of Christ

Adoption Support Request Form

Please complete this form and return to the church office, along with a copy of itemized bills, receipts/cancelled checks for each expense listed below. Also, include a copy of certification, from the adoption agency, that demonstrates a legal adoption is in process or has been finalized.

Member Information: (please print clearly)

Name, Head of Household: _____

Phone and Email: _____

Name, Spouse: _____

Phone and Email: _____

Full Address: _____

Park Plaza Member(s) Since: _____ I/We Currently Attend _____ Branch

Adoption in process _____ or Adoption Finalized Date _____

Date of Expense (mm/dd/yyyy)	Paid To (name of person/organization)	Service Rendered (legal, medical, travel, lodging, etc.)	Amount
Total Reimbursement Requested			

Please attach a separate sheet for additional expenses and submit required documentation for each reimbursement item.

Member Signature: _____

Date: _____

Member Signature: _____

Date: _____

Approved By: _____

Date: _____

****Requests must be submitted within one year of the adoption finalization.**

Form & documents can be mailed: Park Plaza Church of Christ/Attn: Karen Mouser, 4930 S Sheridan, Tulsa, OK 74145