



To Whom It May Concern:

Please find enclosed three financial forms (Monthly Income & Expenses, List of Debts, and Financial Statement) for you to complete to the best of your ability. Do not worry if the figures balance, just be thorough. Call me when the forms are completed so that I can refer you to the next available budget coach so that you can schedule an appointment.

For that meeting, you will need the above completed forms; your checkbook register with at least 3 months of entries; last 3 months of bank statements; your last 4 pay stubs/proof of income; last year's tax return and anything else that you think might be helpful.

Budget coaching is a ministry of the Lancaster Evangelical Free Church in conjunction with Crown Financial Ministries. It is provided without fees or charges.

Sincerely,

Beth Lougee  
Budget Counselor Coordinator

“The mind of man plans his ways, but the Lord determines his steps.” Proverbs 16:9