

Spiritual and Ministry Planning Retreat Expense Form

Before using the form below, please fill out a [Personal Development Plan](#) and review the expense category for spiritual and ministry planning retreats on the [Reimbursement and Expense Recovery Bonus Standard](#).



This is a brand-new type of form! Please review how to [Download & Submit An Expense Submission Form](#) before completing this form.

When you have completed the form, comment and tag reimbursements@reliant.org with the word "Submitted" to let us know the form is ready to be processed.



2026 Expenses

Please use this form for all Spiritual Retreat expenses incurred in 2026.

[2026 Spiritual Retreat Expense Submission Form](#)



2025 Expenses

Please use this form for all Spiritual Retreat expenses incurred in 2025.

[2025 Spiritual Retreat Expense Submission Form](#)



Remember, to fully complete the form, you will need to upload any necessary receipts to a shared Google Folder. [Follow the link for instructions and a tutorial video on uploading receipts.](#)



When it comes time to make a new submission, remember to never make a copy of a previously submitted form. Always return to this page and download a new form. Never edit and try to resubmit an already submitted form. There are many reasons, but one is that it causes confusion for the reimbursement team to know whether or not this is a duplicate submission. Always downloading a new copy from [this Field Manual page](#), also ensures that you always receive the most up-to-date copy of the form in case changes have been made to the template.