

Operations 800

Facilities, services, events, initiatives, and church operations.

Your parent class 800
Operations

CCMR due the 5th of every
month

Questions
#helpfinance

Updated September
2026

Your classes

Every transaction needs one of these. Pick the most specific line that fits; use the General line only when nothing else does. In Ramp these appear under **800 Operations**.

CODE	CLASS	USE IT FOR
805	Operations- General	Operations spend not tied to a specific line
806	Facilities	Building upkeep, repairs, utilities, supplies
812	Events- Conferences	Conferences hosted by Reality SF
812.1	Events- Renaissance	Renaissance
812.2	Events- Searock	Searock
814	Finance Course	Finance course
815	Lectures	Lecture series
816	Events - Other	Other church-wide events
818.1	Services - Annual Vision and Prayer	Annual Vision and Prayer service
818.2	Services- Ash Wednesday	Ash Wednesday
818.3	Services- Easter (Ops)	Easter, operations side
818.4	Services- Good Friday	Good Friday
818.5	Services- Sundays	Regular Sunday services: security, hospitality, supplies
818.9	Services- Christmas Eve	Christmas Eve
821	Initiatives- Building Fund	Building fund initiative
823	Initiatives- Sanctuary Building Fund	Sanctuary
824	Initiatives- Raise the Roof Building Fund	Raise the Roof
825	Initiatives - Family Room Building Fund	Family Room
826	Initiatives - Green Room Building Fund	Green Room
827	Initiatives - Youth Room Building Fund	Youth Room
828	Initiatives - Wayfinding Signage	Wayfinding signage
829	Initiatives - Children's Classroom Improvements	Children's classroom improvements
830	Initiatives - Office Refresh	Office refresh
831	Initiatives - Parking Lot Improvements	Parking lot
832	Initiatives - Studio Refresh	Studio refresh
834	Initiatives - Kitchen Refresh	Kitchen refresh
835	2049 Vision	2049 Vision campaign

Categories you'll use most

The expense types that show up in Operations month after month. Ramp suggests a category from the merchant; check it against this list rather than accepting it.

8230
Repairs & Maintenance

8220
Utilities

8240
Janitorial Supplies

7585
Janitorial

8235
Safety and Security

7580
Security On Site

All categories available in Ramp

The full category list is the same for every ministry. Starred items are the ones above. If what you need isn't here, use the closest fit and explain in the memo, then ask in #helpfinance.

DIRECT ASSISTANCE

- 7020** Benevolence
- 7010** Missionary & Residency Support
- 7030** Church Plant & Organizational Support

PEOPLE WE PAY WHO AREN'T STAFF

- 7570** Honorarium
- 7510** Contractors - General
- 7595** Event Host Contractors
- 7590** Child Care
- 7560** Interns
- 7550** Marketing Consultant
- 7540** IT Consultant
- 7580** Security On Site ★
- 7585** Janitorial ★
- 7520** Accounting
- 7519** Grant Writer

SUPPLIES AND TOOLS

- 8110** Supplies
- 8115** Food & Refreshments
- 8160** Printing & Copying
- 8130** Postage & Shipping
- 8170** Subscriptions
- 8150** Software & Hardware < \$6,000
- 8145** Equipment Purchase < \$6,000
- 8140** Equipment Rental
- 8155** Furniture & Furnishings < \$6,000
- 8120** Telephone & Internet
- 8190** Lease Expense

EVENTS AND PROGRAM

- 8430** Venue Rentals
- 8440** Gifts Given

TRAVEL AND CONFERENCES

- 8330** Meals
- 8310** Lyft, Uber, Car Rental
- 8320** Airfare
- 8340** Hotels & Lodging
- 8350** Conference Registration Fees
- 8360** Parking, Mileage, Gas

FACILITIES

- 8230** Repairs & Maintenance ★
- 8220** Utilities ★
- 8240** Janitorial Supplies ★
- 8235** Safety and Security ★

DEVELOPMENT AND OTHER

- 8540** Staff & Volunteer Development
- 8541** Staff Books & References
- 8542** Counseling Support
- 8543** Staff Development School
- 8544** Staff Development - Other
- 8570** Advertising Expenses
- 8520** Insurance - Building and Liability
- 8580** Business Taxes & Licensing Fees
- 8550** Bank Fees

CCMR on every transaction

- **Class** from the table above
- **Category** from this sheet
- **Memo** that explains the purpose
- **Receipt**, itemized

The memo standard

Write it for someone who wasn't there. "Lunch with 3 Alpha volunteers, spring training" passes. "Lunch" fails. Name the event, purpose, or people.

Due the 5th

All CCMR for a month is due by the 5th of the next month so books close and reports go out by the 20th. Late items delay the whole church's reporting and are considered in performance reviews.