

Lincoln Diocesan Trust and Board of Finance Limited

**Claim for Services and Related Travel and Other Expenses**

|  |  |
| --- | --- |
| **Name:** | **Address:** |
| **Claim for the month of:** | **Category of Ministry** (please select from list): |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of Service** | **Parish** | **Where taken** | **Name of deceased / wedding couple** | **Service type\*** | **Mileage** |
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| **\*Type 1: Sunday service in vacancy, Type 2: Funeral In Church, Type 3: Funeral At Crematorium, Type 4: Marriage Type 5: Other (please specify)** | | | | | |

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| --- | --- | --- |
| **Signed (Claimant)** | **Electronic Signature** | **Date** |
|  |  |  |
| **Approved by Incumbent (or Rural Dean if during a vacancy)** | **Electronic Signature** | **Date** |
|  |  |  |

**Please provide your bank details overleaf if you have not already done so.**

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| --- | --- |
| **Bank details (if not previously supplied)** | |
| **Bank Name** |  |
| **Address** |  |
| **Account Number** |  |
| **Sort Code** |  |

**For office use only:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of officiant** |  | | | **Claimant PPY** |  |
| **Type** | | **Code** | **Fee/rate for current year** | **Total** | **Cost** |
| **1** | **Sunday Services** | 250820 B\_\_\_100 | **£28.50**  (£14.25) |  |  |
|  | **Mileage** | 250822 B\_\_\_100 | **@45p/mile** |  |  |
| **2** | **Funerals in Church** | 6478\_\_\_ B\_\_\_100 | **\*£\_\_\_\_\_\_\_\_\_** |  |  |
| **3** | **Funerals at Crematorium** | 6478\_\_\_B\_\_\_\_100 | **\*£\_\_\_\_\_\_\_\_\_** |  |  |
| **4** | **Weddings** | 6478\_\_\_B\_\_\_\_100 | **\*£\_\_\_\_\_\_\_\_\_** |  |  |
| **5** | **Other (as specified)** |  |  |  |  |

\*Fees for the current year can be found at [www.churchsupporthub.org](http://www.churchsupporthub.org/)