

# THE CHICHESTER SOCIETY

Registered Charity No: 268055

## EXPENSES/INVOICE PAYMENT FORM

(Please attach ORIGINAL receipts/invoice)

Claimant Name: \_\_\_\_\_

**Send to Treasurer for action/ approval**

ITEM	REASON FOR EXPENDITURE	CLAIM £
Postage		
Stationery		
Photocopying/ Printing		
<b>Invoice details or other expense claims</b>		
	TOTAL DUE	

*I hereby certify that this claim is accurate and incurred solely in connection with the business of The Society:*

Claimant Signature \_\_\_\_\_ Date: \_\_\_\_\_

Approved by \_\_\_\_\_ Cheque No/date \_\_\_\_\_