http://d.adroll.com/cm/r/outhttp://d.adroll.com/cm/f/out

ROTARY CLUB OF NORWICH

Part 1: Details of Funds passed to Treasurer or banked

Account to be deposited into:  *(please tick)*

https://docs.google.com/drawings/u/0/d/sr5d9IQf9ugguF17RdXrleg/image?w=21&h=20&rev=1&ac=1

Club        (Barclays, account no: 40681261 sort code: 20-62-53)

https://docs.google.com/drawings/u/0/d/sAisLjamkvNnHCDGrKk8MTQ/image?w=21&h=20&rev=1&ac=1

Charity     (Barclays, account no: 80681288 sort code: 20-62-53)

Source of income:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Committee the income to be allocated to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project for which these funds have been collected for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Breakdown of incoming funds:*  Cash (details below)    £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

           Cheques (details below)    £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Total Gross Income*    £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Less Expenses* deducted (list details of expenses and include receipts)

1)

2)

3)

4)

*Total Expenses*    £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Net funds passed to Treasurer or banked    £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date banked/passed to Treasurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of person passing funds/depositing into bank:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Cash and cheques breakdown*

Cheque……………………………………….

Cheque……………………………………….

Cheque……………………………………….

Cheque……………………………………….

£50 notes…………………………………….

£20 notes…………………………………….

£10 notes…………………………………….

£5 notes………………………………………

£2 coins………………………………………

£1 coins………………………………………

50p and 20p coins…………………………..

10p and 5p coins……………………………

Bronze……………………………………….

Total:………………………………………..

Were there any Gift Aided donations?  If so, please indicate within the breakdown above so tax relief can be claimed (increases the value of the donation by 25%).

Part 2: Request for payments from the Treasurer

Account the funds to be paid from:

https://docs.google.com/drawings/u/0/d/sMG3pNmzD5PVzDNHknRvOrg/image?w=19&h=19&rev=1&ac=1https://docs.google.com/drawings/u/0/d/shzxdu_4iPSDU5f6mpbw2FA/image?w=19&h=19&rev=1&ac=1

Club             Charity             *(please tick)*

Amount to be paid:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose of payment:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PAYEE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PAYEE full adress:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has the expenditure been agreed by the Council?

https://docs.google.com/drawings/u/0/d/sLdEKOg7RcAKJZpPZy3xjfQ/image?w=19&h=19&rev=1&ac=1https://docs.google.com/drawings/u/0/d/sEdFBzHKtOGYL739BVGKIUw/image?w=19&h=19&rev=1&ac=1

Yes             No

*If payment is to be made from the Charity account, please state below:*

Committee the expenditure to be allocated to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project the expenditure to be allocated to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Treasurer use only:

Date payment made:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cheque number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_