

**EDUCATION FOR MINISTRY PHASES 2 & 3
CLAIM FORM FOR RE-IMBURSEMENT OF COSTS INCURRED**

<i>Name:</i>
<i>Course:</i>
<i>Date:</i>

PLEASE COULD YOU:-

- **pay the attached invoice(s), totalling £.....,**

<i>cheque payable to:</i>

<i>forward with Booking Form to:</i>

- **and/or reimburse me with the sum below and according to the attached proof(s) of payment.**

Course fee(s)		£
Accommodation		£
Travel (non-car)		£
Mileage (car travel)	miles at 25p/mile*	£
Books		£
Other costs (give details)		£
TOTAL		£

* Lower Inland Revenue rate

Signed

Date

Please return to:

Revd Stephen Collinson, 3 Cranwell Court, Kirkham, Preston, PR4 2JZ.