

Friends of Floreat Wandsworth

Expense Claim Form

Please use this form for all claims for reimbursements incurred on behalf of Friends of Floreat Wandsworth (registered charity number 1166813).

Payee (to whom the reimbursement cheque will be made payable)

Purpose of expenses

Total amount claimed

£

Receipt details (please attach all receipts)

1. _____ £

2. _____ £

3. _____ £

4. _____ £

5. _____ £

6. _____ £

If you have more than 6 receipts please continue overleaf.

Signed

Date

Please complete the returned form to the FOFW box in the school office for the attention of FOFW Treasurer or to the FOFW Treasurer in person (Richard Bath).