

SDF EXPENDITURE CLAIM FORM

(OCT 2016)

www.loughs-agency.org

ORGANISATION:

PROJECT NAME:

ELIGIBLE ITEMS	INVOICE NUMBER	INVOICE DESCRIPTION	SUPPLIER NAME	CHEQUE NUMBER	NETT INVOICE AMOUNT	VAT AMOUNT	GROSS INVOICE AMOUNT	FOR OFFICE USE ONLY
<i>Refer to Letter of Offer</i>	<i>Please see Note below</i>							PAYMENT
TOTAL EXPENDITURE								

NOTES

Please attach all **original** invoices, bank statements, quotations and tenders. *(Originals will be returned to you)*

I declare that the above expenditure has been incurred, I have complied with all the condition of the grant set out in the Letter of Offer (and all other correspondence) and that the information on this form is correct to the best of my knowledge and belief.

VAT STATUS
I can claim back VAT

SIGNATURE: DATE:

OFFICE USE ONLY LOUGHS AGENCY GRANT AID PROGRAMME		
PAY	£	€
PROJECT OFFICER SIGNATURE		
DATE		

PRINT NAME: OFFICE HELD IN GROUP (CHAIR, VICE-CHAIR, SEC, TREAS, COMMITTEE):

**ANY QUERIES ON THE COMPLETION OF THIS FORM PLEASE CONTACT THE LOUGHS AGENCY ON 02871 342 100
RETURN COMPLETED FORM PLUS SUPPORTING DOCUMENTS TO SDF LOUGHS AGENCY, 22 VICTORIA ROAD, LONDONDERRY, BT47 2AB**