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| To:  | Accounts | From: Hon Treasurer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PCC |
|  | Portsmouth Diocesan Board of Finance |  |  |  |  |  |
|  | 1st Floor, Peninsular House | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Wharf Road |  |  |  |  |  |
|  | Portsmouth  |  | Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | PO2 8HB |  |  |  |  |  |
|  |  |  |  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Please Print |
|  | accounts@portsmouth.anglican.org |  |  |  |  |  |
|  |  | Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
|  |  |  |  |  |  |  |  |
| **INTERIM / FINAL ACCOUNT FOR RE-IMBURSEMENT OF THE EXPENSES OF CLERGY DURING A VACANCY** |
|  |  |  |  |  |  |  |  |
| **Date** | **Type of Service e.g. Wedding/Funeral** | **Name of Officiant** | **If Officiant Retired please tick** | **(A) Monies paid to Officiant excluding expenses** | **(B) Expenses paid to Officiant** | **(C) Monies due to Diocese** | **A + B - C = Net Total** |
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|   |   | **Totals:** Carry forward to another sheet if necesssary |   |   |   |   |   |
|   |   | **FOR OFFICE**  | **USE** | **INT007** | **INT007** | **FEES** | **FOR OFFICE USE** |
|  |  |  |  |  |  |  |  |
|   |  | **Totals:** Carried Over |  |   |   |   |   |
| **Date** |  | **Name of Officiant** | **If Officiant Retired please tick** | **(A) Monies paid to Officiant excluding expenses** | **(B) Expenses paid to Officiant** | **(C) Monies due to Diocese** | **A + B – C = Net Total** |
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|   |   | **FOR OFFICE**  | **USE** | **INT007** | **INT007** | **FEES** | **FOR OFFICE USE** |
|  |  |  |  |  |  |  |  |
| \* Net Expenses totalling £ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ detailed above, were incurred during an vacancies in the benefice |
|  |  |  |  |  |  |  |  |
| \* A Net income of £ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ detailed above, is due to the diocese. *A cheque is enclosed****.*** |  |
|  |  |  |  |  |  |  |  |
|  |  | *\* delete as appropriate* |  | **Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |