

# Diocesan Director of Finance

Diocesan House, Lady Wootton's Green,  
Canterbury, Kent. CT1 1NQ  
Tel: 01227 459401



The Diocese of  
**Canterbury**



Agreement for the payment of fees in respect of Occasional Offices.

Name .....

Address .....

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I understand that the portion of fees for Occasional Offices previously known as the “Incumbent’s Fee” is now legally owned by the DBF and I will ensure that any such monies received by me will be forwarded to the DBF as soon as possible.

I further understand that the DBF is willing to remunerate me for the performance of those services subject to me submitting the appropriate claim form. I confirm that such remuneration is on a casual ad hoc basis and does not constitute an employment relationship between the DBF and myself.

I confirm and understand that it is my responsibility to declare and return to Her Majesty’s Revenue & Customs any fee I receive from the DBF in respect of the performance of Occasional Offices.

Signed .....

Dated .....