

FEE INCOME RETURN

Year

DBF Fees

MONTH / QUARTER

PARISH (OR DISTRICT) :
NAME OF INCUMBENT OF THE BENEFICE : (OR VICAR IN A TEAM MINISTRY)

FEES PAYABLE TO DIOCESAN BOARD OF FINANCE

<i>As per details sheet</i>	<u>Number</u>	<u>£</u>
MARRIAGES		
FUNERALS AND BURIALS		
MONUMENTS IN CHURCHYARDS		
Total fees received		
Less: Administration fee @ 5%		
<i>sub-total</i>		
Less: Payments to other ministers on behalf of the incumbent (and other expenses)		
Net amount payable to WDBF		

Method of Payment (please indicate)

Cheque enclosed (<i>payable to Worcester DBF Ltd</i>)	<input type="checkbox"/>
Bank transfer on date (Please use parish code as payment reference)	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>

Date: Signed:

Name (block capitals) :

**Please send completed form to Amanda D'Angelo, The Old Palace, Deansway, Worcester WR1 2JE
Please accompany this form with the details sheet columns A to F (if printed then printed on the back)**

FEE INCOME RETURN : RECORD OF FEES RECEIVED AND PAYMENTS MADE

Marriages

<u>Date</u>	<u>Name (Groom)</u>	<u>Name of PCC/DCC</u>	<u>Name of Officiant</u>	<u>Fee payable to DBF</u> £	<u>Expenses incl. payments to Retired Clergy / NSMs</u> £	<u>Fee payable to PCC</u> £	<u>Extra costs to PCC - Organist/ Choir etc</u> £
MARRIAGE TOTALS							

Funerals and Burials (incl Cremations)

<u>Date</u>	<u>Name</u>	<u>Name of PCC/DCC</u>	<u>Name of Officiant</u>	Fee payable to DBF £	Expenses incl. payments to Retired Clergy / NSMs / Readers £	Fee payable to PCC £	Extra costs to PCC - Organist/ Choir etc £
FUNERAL AND BURIAL TOTALS							

Monuments in Churchyards

<u>Date</u>	<u>Name</u>	<u>Name of PCC/DCC</u>	Fee payable to DBF £	Fee payable to PCC £
MONUMENTS TOTAL				
MARRIAGES				
FUNERALS AND BURIALS				
TOTAL				

Payments made
(Per above)

£