

**LICHFIELD BOARD OF FINANCE
Travelling Expenses for Extra Parishes**

Period From: _____ To: _____

Name _____

Address _____

In accordance with the Bishop's instruction of March 2006, my actual travelling expenses during the period in respect of journeys between the parish in which I live and the additional parish (or parishes) in my care are; and I therefore declare;

<u>Additional Parish(es)</u>	<u>Miles</u>	<u>£</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

NOTES

1. Car expenses are at the mileage rate of **45p per mile for the first 10,000 miles. Thereafter 25p per mile.**
2. These expenses are subject to a maximum of **£835.00** per annum, per additional parish.
3. Please indicate clearly to whom cheques should be payable. **“These expenses can only be paid to nominated PCC’s rather than individuals.”** In cases of impracticalities please contact your Archdeacon.

Please make cheque payable toPCC

Signed by Applicant

Signed by PCC Treasurer

Authorised for payment

Archdeacon of

Dated

**PLEASE RETURN THIS FORM TO YOUR ARCHDEACON
FOR AUTHORISATION**