



Exeter and Culm Vale Hornets Hockey Club



Payment Claim Form (2010/11 season)

You need to complete this form if you need to claim for a payment made on behalf of ECVH.

- Please indicate if you have an invoice or receipt for the payment made and if so attach it to this form (one form per payment).
- No payments can be claimed unless there was prior authorisation of a committee member.

Details of payment made

To	Amount (£)	Invoice/ receipt?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Description of payment made:		
Paid by:		Date payment made:
(Print Name)		
Signed:		Date:
Payment authorised by:		Date of authorisation:
(Committee member name)		

Please complete and return this form to:
ECVH Treasurer

FOR ACCOUNTS PURPOSES ONLY	
Date received:	Date paid: