SPECIAL PAYMENTS RECORD

SECTION:

TERM:

FINANCIAL YEAR:

Registered Charity – No.

EVENT/ACTIVITY/ITEM															
DATE (If Applicable)															
	AMOUNT (£)				TOTAL	AMOUNT (£)				TOTAL	AMOUNT (£)				TOTAL
NAME															

It is essential that this form is correctly completed, as it is a legal requirement. This form is to be used for recording payments for items such as deposits for uniform, or deposits & payments for events/activities/camps.