

Swanland u3a Payment Request

Please specify reason for payment



Requested by

Name	Signature	Date
Payment Amount	Payment method: Please specify Bank Transfer or Cheque	Bank Transfer or Cheque
Account Number	Sort Code	Payee Reference

If this is the same as a previous request then it is not needed because details held by the bank

Bank Transfer Authorised

For Treasurers Use Only

Person	Date	Transaction reference
Person	Date	

Cheque Raised

Cheque number	Date Issued
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