

**DIOCESE OF ST EDMUNDSBURY AND IPSWICH**  
**FEES FOR OCCASIONAL OFFICES (NOT SEQUESTRATION\*)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Designation: Retired

Parish	Date of service	Type of service	Funeral Director	Name/s recorded in parish records	Fee claimed
<b>Total Claimed</b>					

**Signed by claimant**

**Authorised by incumbent (or rural dean) of one of the above parishes)**

\_\_\_\_\_  
 \_\_\_\_\_

Bank account details if you wish to be paid by BACS:

\_\_\_\_\_

Please note : You cannot claim travel expenses from the DBF for these services. You should reflect this in your annual tax return.

**Please send this form to the Diocesan Office, 4 Cutler Street, Ipswich. IP1 1UQ.**

*\*Sequestration claims should be made on a separate sequestration form and sent to the Archdeacon.*

For Office use only:	Authorised:
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