



Welcome Back Fund – Town Council Claim Form

Please use this form to make claims for reimbursement of expenditure incurred as part of the Welcome Back Fund project. Complete all sections of the form and include copies of the requested evidence of expenditure and payment and return to

Mathew Mead, Place Plan Officer, Shropshire Council

Email: mathew.mead@shropshire.gov.uk

Final claims must be submitted to Shropshire Council by 28th February 2022.

Town Council

Contact email and phone number:

Itemised list of expenditure covered by the grant (refer to your grant funding agreement) and incurred by submission date of this claim form.

Item	Value	Defrayal evidence attached (invoice and bank statement that shows the transactions)
	Total Value:	



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Please refer to any outcomes or outputs relating to the expenditure that can be quantified (ie items purchased; events that have taken place; repairs or alterations made)

Complete by:

Signed:

Dated:

Please complete and return this form alongside the evidence of expenditure to Mathew Mead, Place Plan Officer Mathew.mead@shropshire.gov.uk Tel: 01743 252534