## Application to the DIOCESAN property committee

## for Approval TO ADDITIONAL EXPENDITURE

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Parish: |  | Property  [e.g., church/presbytery/hall] |  |
| Parish Priest: |  | Parish Reference: |  |
| Property Address: |  | Postcode: |  |
| Parish Priest Email: |  | Telephone Number: |  |
| Name of Consultant: |  | Project Number: |  |
| Project Title: |  | | |

|  |
| --- |
| Reason for additional costs:  [please briefly describe the reasons for additional costs] |
|  |

|  |  |
| --- | --- |
| Approved Costs | £ |
| Additional Costs | £ |
| Revised Total | £ |

|  |  |  |  |
| --- | --- | --- | --- |
| Consultant Signature: |  | Date: |  |
| Parish Priest Signature: |  | Date: |  |

**Completion of this form is to ensure that you have the approval of the Diocesan Trustees’ Property Committee for additional expenditure. Notification of agreement to proceed will be sent following the first committee meeting after the submission is received.**

PLEASE RETURN TO: The Diocese of Salford at the above address.

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| **FOR OFFICE USE ONLY** | | | |
| Received: |  | Approved by Diocesan Property Committee: |  |
| Acknowledged: |  | Approval notification sent: |  |
| COMMENTS | | | |
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