## Salford Diocese LogoV2.jpgSalford Diocese LogoV2.jpgApplication to the DIOCESAN PROPERTY COMMITTEE FOR ADDITIONAL EXPENDITURE APPROVAL

To be returned to the Property Department

Cathedral Centre, 3 Ford Street, Salford, M3 6DP

Telephone 0161 817 2222 Option 2

Email: property@dioceseofsalford.org.uk

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

## Form P3

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Parish** |  | | | | | |
| Parish Priest |  | | | | | |
| Property  [e.g. church/presbytery/hall] |  | | | | Parish Ref: |  |
| Address |  | | | | | |
| Post Code |  | | | | Telephone number |  |
| Email |  | | | | | |
| Project title  [from approval letter] |  | | | | Project number  [from approval letter] |  |
| **Name of Property Team Lead** | |  | | | | | |
| **Reasons for additional costs**  [please describe briefly the reasons for additional costs] | | | | | | |
|  | | | | | | |
| Approved costs | | |  | | | |
| Additional costs | | |  | | | |
| Revised total costs | | |  | | | |
| Grants Received | | |  | | | |
| **Signature of the Property Team Lead** | | | |  | | |
| Date | | | |  | | |
| **Signature of the Parish Priest** | | | |  | | |
| Date | | | |  | | |

|  |  |
| --- | --- |
| **FOR OFFICE USE ONLY** | |
| Received |  |
| Acknowledged |  |
| Approved by the Diocesan Property Committee |  |
| Approval notification sent |  |
| Comments | |