

WOLFSON COLLEGE PAYMENT REQUEST – Travel Grant

PAYABLE TO: (print name)		DATE for payment:
REASON FOR PAYMENT: (Please provide itemised summary of costs and attach receipts)		AMOUNT:
TOTAL FOR PAYMENT (Not to exceed award amount)		£
<p>METHOD OF PAYMENT: Grants are, in the first instance, credited to your battels. If there is any credit balance remaining after the deduction of outstanding battels charges, please choose from the following options:</p> <p><input type="checkbox"/> Leave on battels to offset future rent and other charges</p> <p><input type="checkbox"/> Transfer to College Top Up balance</p> <p><input type="checkbox"/> Pay to your UK bank account (if so, please provide bank details below)</p>		
BANK DETAILS:		
Account Name		
Sort Code		
Account Number		
Email address for remittance advice:		
SUBMITTED BY:	Signature:	
FOR OFFICE USE ONLY		
AUTHORISED BY:	DATE:	Nominal Code: 273126

Please note, payments will not be processed unless fully authorised by the appropriate budget holder.