# Diocese of Lancaster

**Request for Diocesan Trustee consideration to purchase equipment for spiritual, pastoral or social benefit of the Parish over £5,000**

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| **Parish** |

**Property** (Church, Hall, etc)…..……………………….. Is it Listed’?.................................

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| Brief details of the purchase saying why the equipment is needed. |

Estimated cost including VAT if known: £……………………

## Source of funds: ……………………………………… amount of available funds: £………………...

## Will an overdraft be required? YES / NO If yes what amount: £ ……………

## What amount can be repaid each year from surplus income: £……………………….

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| Further information in support of this purchase: |

**Signed**……………………………… (Parish Priest) **Date** ……………………………………....

This form should be used for all purchases costing in excess of £5,000. It should be sent to the Secretary of the Finance Committee at the Pastoral Centre.