

**SLT Expenses Claim (GENERAL)**  
**South London Theatre Centre Ltd**  
**The Old Fire Station, 2a Norwood High Street,**  
**London SE27,9NS**



Name:	Budget (please specify, for Show expenses please use the <b>show expenses</b> form).
Address:	
Email:	
Telephone:	

Amounts up to £1,000 will be paid electronically so please give your bank details.  
Sort code: Account number:

Receipts	Net	VAT	Gross

Signed..... Date.....

Scan (or photograph) this form and email to a Director or Executive Team member with an electronic receipt for sign off. Upon authorisation [slt-expenses@southlondontheatre.co.uk](mailto:slt-expenses@southlondontheatre.co.uk) will organise payment.