THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS

DEN HAAG STAKE

Leiden Ward
Brahmslaam 2
2324 AM Leiden

DECLARATION FORM

FOR **WARD** finances

This form is to be used to declare costs that have been made by members in behalf of Priesthood and Auxiliary Organizations.

Personal information:

Name:

Address:

Postal code: Place:

BIC/SWIFT code: IBAN Account nr.:

E-mail address

In name of:

Date:

Concerns: (activity e/o period)

Organization:

Payment reference:

Signature

AMOUNTS TO DECLARE

◉ Declaration ○ Advance ○ Invoice

Name Organization/Company	Description:	Amount in €
	Total in Euro's*	

This form needs to be filled in completely and **supplied with the original bills and/or receipts (attached to the right backside of form)**. Use only one form per organization.
This must be signed (right top) by both yourself and by the President of the Organization. Also have the Bishop sign the form.
Incomplete forms, and/or declarations without receipts, will not be paid out, unless you have consulted with, and have approval from the Bishop.
Hand the form over to the Ward Clerk.

Approval Pres. of Organization:	**Not to be filled in, reserved for administration.**		
	Received (date):	Fund/Category:	Membership number:
Approval Bishop:	Date entered in MLS	Clerk signature	

*amounts will be calculated automatically