

PAYMENT DETAILS

Please complete and hand in to reception today as you leave

Study Name: _____

Group: _____

Cohort: _____

Subject Name: _____

Initials: _____

Email Address: _____

Bank Account Details

Bank Account Number: _____

IRD

I have completed my IRD form including tax code

I need to get information to complete my IRD form

Travel Arrangements (as agreed with Study Coordinator)

If you need to change these arrangements contact reception as soon as possible

If more than one method of travel please tick appropriate boxes

I will be traveling by private car

Ask reception for a travel form

I will be traveling by taxi

Ask reception for a taxi card

Office Only: Address details

I will be using Public transport and I will bring in receipts/tickets for reimbursement

I will make my own way to ACS and don't require reimbursement