**Appendix 9**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **LOSS OF RECEIPT FORM** | | | | | | | | |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Child receipt relates to | |  | | | | |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ confirm that whilst undertaking spend in relation to the above young person the receipts for the following items are not available. | | | | | | |  |
|  |  |  |  |  |  |  |  |  |
|  | **Items Bought / Store Details** | | | **Cost** | **Reason why receipt not present** | | |  |
|  |  | | |  |  | | |  |
|  |  | | |  |  | | |  |
|  |  | | |  |  | | |  |
|  |  | | |  |  | | |  |
|  |  | | |  |  | | |  |
|  |  |  |  |  |  |  |  |  |
|  | No receipts are available. | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Signed: | | |  | | |  |  |  |
| Date: | | |  | | |  |  |  |
| Authorised by (Team Manager): | | |  | | |  |  |  |
| Date: | | |  | | |  |  |  |