



## GROUP EQUIPMENT FORM

NAME OF GROUP.....

GROUP LEADERS NAME.....

TELEPHONE NUMBER.....

DETAILS OF EQUIPMENT

.....

.....

ESTIMATED COST.....

GROUP LEADERS SIGNATURE.....

AGREED BY COMMITTEE.....DATE

The Group Leader will be notified once the purchase has been agreed.

The purchase will then be paid, or reimbursed, by the Treasurer upon receipt of a valid invoice/receipt.

PAID cheque no.....Date.....

**ALL ITEMS PURCHASED REMAIN THE PROPERTY OF THE  
COUNTSTHORPE U3A AND MAY BE REQUESTED FOR USE  
BY OTHER GROUPS.**