**Unitary PFI Claim**



|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Claim ID No. (For DfE Use): |  |  |  |  |  |  |

**Voluntary-aided schools**

**Certification of monthly unitary charge**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **School Name** | |  | | | **LA/School No** |  |
|  | |  | | |  |  |
| Period (Month) | |  | | |  |  |
|  | |  | | |  |  |
| ***Delete where appropriate\**** | | | | | | |
| **\*We confirm that the standard monthly/quarterly capital element of the unitary charge of £ should be reimbursed into the nominated Governor’s Account** | | | | | | |
| **Where there is a deduction from the Unitary Charge due to the shortfall in the provision of a service this deduction should be to the benefit of the school and should not be deducted from the amount of VA Grant claimed from the Department. If however, the school is forced to close to pupils you are asked to alert the Capital Funding Team as soon as possible to discuss the reason for the closure and the expected period of closure.**  All certificates must be enclosed where the unitary charge has changed. | | | | | | |
| Section A | | | | | | |
|  | | | | | | |
| Sort Code |  | | Bank Account Number |  | | |
|  | | | | | | |
| Please forward the notification of payment to the following addressee | | | | | | |
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# Section B: Governing body certification (or trustee/Diocese authorised to act on their behalf)

We certify that:

the information on this form is correct;

all certificates are enclosed, where the Unitary Charge has changed;

the account details notified to the Department should be used for payment of grant aid.

Signed Date

Name Position

(Capitals *please*)

Signed Date

Name Position

(Capitals *please*)

**Contact for Correspondence**

|  |  |
| --- | --- |
| Name  (Capitals *please*) | |
| Telephone number | Fax number |
| Email address | |
|  | |

|  |
| --- |
| **Please email this form and supporting documentation to:**  [Approvals.VA@education.gov.uk](mailto:Approvals.VA@education.gov.uk) (please ensure that the form is signed before emailing it to us)  Alternatively you can send the form to:  Capital Funding Team  Department for Education  Bishopsgate House  Level 1  Feethams  Darlington  DL1 5QE |