

**Parochial Fees Return to DBF for the month of \_\_\_\_\_ 2017  
(PAGE 1 of 2)**

**Details of Persons Officiating at Marriage Services**

Date	Name of Person Officiating	Post (*)	Couples Surnames	DBF Fee

**Details of Persons Officiating at Funerals/Burials/Cremations**

Date	Name of Person Officiating	Post (*)	Type of Service (**)	Name of Deceased	DBF Fee

**NOTES**

Any expenses incurred by the Officiants should be reimbursed by the PCC and **NOT** included in this return. Thank you

***(\*) For Post insert one of the following:***

INC/PIC	(Incumbent/Priest-in-Charge)
RET	(Retired Clergy)
SSM	(Self Supporting Minister)
READ	(Reader)
CHAP	(Chaplain)
CUR	(Curate)
CA	(Church Army)

***(\*\*) For Type of Service insert one or more of the following:***

A	Funeral service in church (£98)
B	Burial in churchyard immediately preceding/following service in church of body/remains (£12)
C	Burial in cemetery/crematorium immediately preceding/following service in church (£26)
D	Burial of body/remains in cemetery/churchyard on separate occasion (£38)
E	Burial in cemetery on separate occasion (£51)
F	Small cross of wood or small vase (£12)
G	Any other monument (£12)
H	Additional inscription on existing monument (£12)
	NO SERVICE IN CHURCH
I	Service at graveside only (£98)
J	Service at crematorium or cemetery only (£154)
K	Burial of body/remains in cemetery/churchyard (£38)

Please complete Page Two

**Parochial Fees Return to DBF for the month of \_\_\_\_\_ 2017**  
**(PAGE 2 of 2)**

From \_\_\_\_\_

[Please insert name of PCC sending fees]

**STIPENDARY CLERGY**

	Fee <i>a</i>	Number performed <i>b</i>	DBF Fees (100%) <i>c = a x b</i>
<b>Marriages</b>			
Marriage service	£193	_____	_____
<b>Funerals and burials</b>			
<b>Service in church</b>			
Funeral service in church	£98	_____	_____
Cremation immediately preceding/following church service	£26	_____	_____
Burial of body/remains immediately preceding/following church service:			
in churchyard	£12	_____	_____
in cemetery	£26	_____	_____
Burial of body/remains in churchyard on separate occasion	£38	_____	_____
Burial in cemetery on separate occasion	£51	_____	_____
<b>No Service in church</b>			
Service at graveside	£98	_____	_____
Service at crematorium or cemetery	£154	_____	_____
Burial of body/remains in cemetery/churchyard on separate occasion	£38	_____	_____
<b>Monuments in churchyards</b>			
Small cross of wood or small vase	£12	_____	_____
Any other monument	£12	_____	_____
Additional inscription on existing monument	£12	_____	_____

TOTAL DBF Fees (100%)

***IF APPLICABLE:*****FOR RETIRED CLERGY, SELF SUPPORTING MINISTERS & READERS**

Where 80% has been retained by the officiant and therefore 20% of DBF Fee sent

TOTAL DBF Fees (20%)

\*Cheque enclosed made payable to Leeds DBF in the sum of

£ \_\_\_\_\_

\*Or if you wish to pay directly into the Board's Bank Account the details are  
 Santander Bank, Sort code: 09-02-22, A/c no: 10466302, Leeds DBF

**NB**

**Please return with Page One and a cheque (if applicable) to:  
 Church House 17-19 York Place LEEDS LS1 2EX**

*For help with these forms please ring (0113)2000540 and ask for the  
 Accounts Department.*

**Fees should be returned on a monthly basis.****Nil returns are required & can be emailed to**[finance@leeds.anglican.org](mailto:finance@leeds.anglican.org)