## Claiming your fee

## Your patient

Surname
Other names
National Insurance number

Date of birth

$\square$
Address
Postcode


## Your practice

Contact name
(This is the person we will contact if

there is a problem)
Phone number


Address


General medical council number


VAT registration number
If you are not registered for VAT just leave this blank
Title Initial Surname

Your name
Provide the name of
$\square$ $\square$

| $\square$ |  |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | the payee (e.g. Dr, Mr, Mrs)

## Payee reference number



This was sent to you when you made your first claim.
If you do not know your reference number call 08452415352 and select Option 2.
If you have never made a claim before, leave this payee reference number blank and make sure you fill in your bank details on the next page.
If you have made a claim before and filled in your payee reference number just leave the BANK ACCOUNT details blank - we will already have these details.

Date report completed


Do you want to change your existing payment details?

Complete this section if this is your first claim or you want to change existing details.

## Notification/changes to your Remittance advice

Provide the full address of where you wish the Remittance Advice slip to be sent.

Address

Postcode


## Bank details

If this is your first claim or you have changed bank account details since you last claimed a fee complete your bank account details in full.

Name of bank or building society


Account name


Bank Sort Code


Account number


Roll number (building society only) $\square$

## For official DWP use only

## Authorisation of fees

The claim can be examined. Payment of |  | $£$ |  |  |  | . |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  | (net) is approved.

Charge to: BU $\square$ C/C


Signature
$\square$ Date

| D D |
| :--- |
| M M |
| Y Y Y Y |

## Authorisation stamp

Office address stamp "examined" stamp
$\square$
$\square$

