



## Form R4R: Annual Claim for Reconditioning/Repair of Instruments

Society: \_\_\_\_\_

Instrument(s)	Make and Model
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____

**Record of invoices**

Invoice number	Date of invoice	Net amount of invoice
1 _____	_____/_____/200	£ _____
2 _____	_____/_____/200	£ _____
3 _____	_____/_____/200	£ _____
4 _____	_____/_____/200	£ _____
5 _____	_____/_____/200	£ _____
6 _____	_____/_____/200	£ _____
7 _____	_____/_____/200	£ _____

Total cost: £ \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTE - Closing Date: 31st December each year**