

REQUEST FOR AN ACCELERATED CASH ADVANCE

SCHOOL _____ DfE NO _____

I am requesting an accelerated cash advance of £_____ to cover commitments up to _____ (insert date).

REPAYMENT PROFILE (please discuss this with your School Financial Advisor before completion):

Month/Year:	Repay: £
Month/Year:	Repay: £
Month/Year:	Repay: £

CURRENT CASH ADVANCES

Amount: £	Repayment date:
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I attach the following reports (all required):

1. SIMS Outstanding Orders Report.
2. SIMS Balances and Reserves Report.
3. 3 Year Budget plan
4. Licensed Deficit report
5. Supporting evidence form. (Annex A,B,C,D,E)

Additional information (e.g. latest deficit budget projection as applicable):

Signed: _____ Date: _____
(Headteacher)

Signed: _____ Date: _____
(Chair of Governors or Finance Committee)

Return with attachments to North Northamptonshire Council, Schools Finance, One Angel Square, Northampton NN1 1ED.

(FOR LOCAL AUTHORITY USE ONLY)

CHECKED BY SCHOOL FINANCIAL ADVISOR:

Comments: _____

Signed: _____ Date: _____

CHECKED BY STRATEGIC FINANCE BUSINESS PARTNER:

Comments: _____

Signed: _____ Date: _____

AUTHORISED BY ASSISTANT DIRECTOR OF EDUCATION :

Signed: _____ Date: _____
