

Surrey Police Federation Dependant Care Costs Claim Form

If, due to unforeseen operational circumstances and with less than 3 days' notice, your rostered tour of duty is changed and as a result you incur additional dependant care costs you can make a claim for assistance with these costs. The benefit you can claim is £15 for each full hour that the additional dependant care costs are payable, up to a maximum of £200 per claim. Please note that the maximum you can claim per annum is £1,000.

Dependent care costs – covers childcare and the care of elderly/disabled relatives. You will need to provide evidence of professionally receipted costs e.g. nursery bill, carers bill, day centre costs.

Should you have any queries please contact us on 0151 242 7648

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1: Personal Details

Full Name:

Address inc postcode:

Mobile:

Email :

Date of Birth:

Rank:

Fin no:

2: Claim Details

Dates claim refers to: / /

Original rostered tour of duty for these dates: / /

Amended rostered tour of duty for these dates: / /

Date of notification of change to duty : / /

Reason for change of duty:

Details of additional costs incurred:

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3: Declaration

I declare:

- I was a subscribing member of my Police Federation Group Insurance Scheme on the dates the costs were incurred
- I have completed this claim form as fully and accurately as possible.

Signed:

Date: / /

4: Supporting evidence

To be completed by your Supervisor Officer

I certify that the information provided by the member regarding their change of rostered tour of duty is accurate.

Signed:

Date: / /

Rank:

5: Payment of your claim

Payment will be made direct into your bank account and confirmation of the payment will be sent to you. Please provide the following information.

Name of your bank

Account Name:

Bank Sort Code - -

Account Number:

Please return the completed form with evidence of the costs you have incurred to

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Police Mutual, 5th Floor, 20 Chapel Street, Liverpool, L3 9AG