



**OBJECTIVE 2  
QUARTERLY EXPENDITURE BREAKDOWN SUMMARY**

Project Title:
Claim No:
Claim Period:

Expenditure/Description e.g. Building & Construction, Wages Salaries, Overheads etc: (1)	Creditor Name	Date of Defrayal (2)	Evidence of Actual Expenditure (3)	Amount	Amount of Eligible Expenditure Claimed(4)	Amount
Sub-Total				£0.00	£0.00	£0.00
Sub-Total				£0.00	£0.00	£0.00
Sub-Total				£0.00	£0.00	£0.00



Page No:

<b>Expenditure/Description e.g. Building &amp; Construction, Wages Salaries, Overheads etc: (1)</b>	<b>Creditor Name</b>	<b>Date of Defrayal (2)</b>	<b>Evidence of Actual Expenditure (3)</b>	<b>Amount</b>	<b>Amount of Eligible Expenditure Claimed(4)</b>	<b>Amount</b>
Sub-Total				<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>GRAND TOTAL (5)</b>				<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>

(1) As shown in Annex 1 of offer letter

(2) Date the money was defrayed i.e. left the Control of the Applicant

(3) e.g. Invoice or receipt or reference number of equivalent accounting document. All documents should be given a separate unique number to clarify identify of expenditure for audit/site visit purposes. Indicate the total actual (Gross) expenditure associated with the claim.

(4) Indicate the total amount of eligible expenditure included in the claim. Where this is only part of the total actual expenditure (see previous column) on the specified activity during the claim period e.g. overheads, the methodology for calculating the amount included in the claim should be shown.

(5) Should equal the expenditure defrayed in the claim period (ERDF20 Section 5 a&b Column (2) refers).

