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| Date | Income  *Amount Received* | Source/ Details  (Received from bank, Tesco, to individuals e.g.) | Spend  *Amount Paid* | Balance | Sign |
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| Amount | Receipt Required | Authorisation |
| Over £10 | Yes | Not required |
| £200 or above  (per item) | Yes | To be agreed by Social Care Team  Request to be made via Shared Lives Member |