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| *Surgical Loupes Refund Specialty Training (ST3-ST8)*  *Refund Form 2019/2020*  **INCOMPLETE FORMS WILL BE RETURNED TO SENDER** |



|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant Details \*\*PLEASE USE BLOCK LETTERS\*\*** | | | |
| **Surname** |  | **First Name** |  |
| **IMC Number** |  | **Specialty** |  |
| **Mobile Number** |  | **Email** |  |
| **Address** | **B** | **Bank Details** | ***Please ensure to complete at end of form if we do not have on file or recently changed.*** |

|  |  |
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| **Surgical Loupes Details** | |
| **Supplier Name** | **Date of Purchase** |
| **Cost** | **Receipt Attached Yes No** |
| **Other Funding Source**  **NAME of Fund** | **Amount Received**  **Date Received** |
| **I declare that:**   * **All particulars stated on this form are complete, true and correct.** * **If I make a false claim I will be required to repay all monies in full.** * **I have paid all expenses claimed and attached relevant receipts.** * **In respect of expenses claimed on this form, all refunds received to date from any other source are shown.** * **To the best of my knowledge no part of these expenses will be voluntarily reimbursed to me.** * **I have not received funding for Surgical Loupes in the 2015/2016, 2016/2017, 2017/2018 or 2018/2019 Surgical Loupes refund schemes.** | |
| **Bank Details ( please enter if we do not currently have on file or recently changed)** | |
| **Bank Name** | **Bank Address** |
| **IBAN #** | **Swift Code #** |
|  | |
| **Signature of Trainee** | |
| **Date** | |
|  | |
| **For Office Use** | |
| **Specialty Administrator Signature:** | |
| **RCSI Code: AD47/C7334** | |
|  | |

***RETURN COMPLETED FORM To:* Your Specialty Training Administrator, Surgical Training Centre, (Surgical Loupes)**

**RCSI House, 121 St Stephen's Green, Dublin 2.**

**RECEIPTS NOT INVOICES MUST BE SUBMITTED WITH FORM**

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**Notes:**

# The Surgical Loupes refund is available to: Surgical Trainees ST3 - ST8

*Please note this fund is only available to Trainees who have not received funding in 2015, 2016, 2017, 2018 & 2019 for Surgical Loupes from this refund scheme.*

# Audit

A percentage of the claims made to the surgical loupes refund scheme maybe audited.

# Payment

Once your claim has been reviewed and processed by the Surgical Affair, RCSI, we will aim to have payments processed by the end of May 2020. Please note applications not in good order can delay payment.

# Return the completed form to the Royal College of Surgeons in Ireland (RCSI)

Surgical Training,

Specialty Administrator, (Surgical Loupes)

RCSI House,

121 St Stephen's Green,

Dublin 2.