

**Authorisation to Incur Project Expenses**

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| --- | --- |
| **Project Number** |  |
| **Project Title** |  |
| **Client** |  |
| **CEED Scholar** |  |

|  |  |
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| **Purpose of Expenditure** |  |
| **Estimated Expenditure** |  |
| **Quotation/ Estimate Source** |  |
| **Attachments** | [*All Quotes/Estimates comprising the estimated expenditure must be attached and listed here*] |

**Authorisations**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Signature** | **Date** |
| **Mentor** |  |  |  |
| **Supervisor** |  |  |  |
| ***ONLY SEND TO CEED ONCE ALL OTHER APPROVAL SIGNATURES***  ***HAVE BEEN SECURED*** | | | |
| **CEED Director** |  |  |  |