ICE SKATING PROMOTIONS, C/O NATIONAL ICE SKATING ASSOCIATION OF UK LTD, GRAINS BUILDING, HOCKLEY, NOTTINGHAM, NG1 3AX

Expense Claim Form

Name: _____ **Membership No:** _____ **Date:** _____

Address: _____

Activity. (please specify) _____

_____

Event/Venue: _____

TRAVEL

Car from: _____ To: _____ Return: _____
Total Miles@ 35p per mile (probationary judges@ 28p per mile)

Train

Other transport (please Specify)

Subsistence

Parking

Hotel

Other: (please specify)

Total

COST		VAT		TOTAL	
£	p	£	p	£	p

Please provide receipts for all monies claimed including petrol receipts to cover the mileage claim.
Claims are restricted to a maximum of £70 unless previously approved by the relevant chair/director/chief executive.

Originator Signature: _____ Date: _____

Authorising Signature: _____ Date: _____

Finance Committee: _____ Date: _____