NATIONAL ICE SKATING ASSOCIATION OF UK LTD,
GRAINS BUILDING, HIGH CROSS STREET, HOCKLEY, NOTTINGHAM, NG1 3AX

Expense Claim Form

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

Address: _____

Activity. (Please √ as appropriate)
( ) Local/Regional Tests Code: - 6319 ( ) Judges/Officials – Code: 6029 ( ) Discipline/Board Expenses – Code: 8208
( ) NCCP Coaching **-** Code: 6028 ( ) Other (please specify)_____

Event/Venue: _____

TRAVEL

Car from:_____To:_____ Return:_____
Total Miles@ 40p per mile (from 01 Oct 2014)

	COST		VAT		TOTAL	
	£	p	£	p	£	p
Total						

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: _____