

EXPENSES CLAIM FORM FOR VOTING DELEGATES AND CONTESTANTS
Association of Speakers Clubs National Conference 2010 in York

Voting Delegates and Contestants may claim travelling expenses based on a mileage rate of 16p per mile. Air or train fares may be claimed for second class travel, a receipt of expenses must be submitted with the claim form. Accommodation is offered to Contestants at up to half the Twin Room Rate i.e. £52.00 per night. Claimants are asked to provide receipts or copies thereof in support of their claim.

Please use CAPITAL LETTERS

Claimant Name _____ Club _____ District _____

Contestant / Delegate (Please circle which applies) Office held _____

Address _____

Post Code _____ Tel. no. _____ email _____

TRAVEL

Return mileage from _____ at 16p per mile £ _____

* I claim also for **qualifying** passenger (s) listed below at 3p per mile. **Please circle Contestant or Delegate.**

Name _____ Contestant / Delegate, of _____ Club, Area or District

Name _____ Contestant / Delegate, of _____ Club, Area or District

Name _____ Contestant / Delegate, of _____ Club, Area or District

Passenger (s) Cost at 3p per mile £ _____

TOTAL MILEAGE CLAIM £ _____

Alternative travel fares _____ Cost £ _____

ACCOMMODATION for NATIONAL FINALS CONTESTANTS ONLY – 1 NIGHT

Name _____ District _____ Cost £ _____

TOTAL CLAIM £ _____

Signed _____ District _____ Date _____

Please attach receipts or copies thereof. Claims must reach the Conference Treasurer by 31th May 2010. Claims received after that date will not be valid. Please send to:

Sheila Jackson, ASC Conference Treasurer, 4 Crestfield Drive, Elland, HX5 0LW, West Yorkshire
easterndvp@yahoo.co.uk