



CHILTERN REGION *Pétanque* England

www.chilternpetanque.org.uk

Treasurer: Sue Infantino, 10 Willian Road, Hitchin, Herts. SG4 0LR
Telephone: 01462 623284 Email: babycham2458@gmail.com

<p>EXPENSES CLAIM FORM</p> <p>Date:</p>	<p>Name and address:</p>
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I, (insert your name) of above address
submit my claim below for the following: -

(enter details below of claim): -

I would appreciate reimbursement of my claim to the following banking details: -

Account Name:.....

Account Number:

Sort Code:.....

NB:

Please note the reference "Chiltern Region" will be used when processing your payment.

All expenses claims are subject to the rules and conditions set out by the Committee and are available from the Chiltern Region Website.

Mileage expenses can only be claimed by the member who has actually incurred petrol costs. Chiltern Region will not pay the full costs of mileage if the Committee feels that there was a viable and available car sharing possibility.

Should it become apparent to the Committee that expenses were incorrectly claimed, this may lead to a demand for repayment or in cases of fraud, reference to the police.

Please send the completed form to the Regional Treasurer at the address above.