



Expense Claim

Name: Committee position:

Please deliver a cheque by hand/to this address (delete as applicable):

.....
.....

(Send a copy of this claim with the Expense Claim Receipt when sending payment by post.)

Mileage may be claimed at 40p per mile for the first 100 miles, and 25p per mile thereafter.

Date	Description	Total
	Total claimed	

The above expenses were all incurred doing TUBBS business. I have attached all receipts (or expenses to a total of £50 or less are certified by the Treasurer and another member of the committee).

Signed: Date:

Treasurer: Date:

Certified: Date:

TUBBS Reference: