



Expenses Form – Venturer Camp, Drum Hill Scout Camp, Derbyshire, Saturday 9th to Sunday 17th August 2008

To the claimant: You may claim any expenses that have been budgeted for by Venturer Camp 2008 only. You must fill in this form and send it together with all receipts to the above address within 3 months of the camp finishing. Any claims without receipts of late will not be able to be processed. If claiming petrol please put the start point, finish point and the mileage of the journey and we will calculate the reimbursement per mile.

PLEASE PRINT IN CAPITALS and ENCLOSE YOUR RECEIPTS

Name _____

Telephone _____ Mobile _____

Address _____

Post Code _____ Country _____

E-mail _____

Expenses

Type <i>eg train, accommodation etc.</i>	Date	Area <i>eg site services, MESTUP etc.</i>	Amount (£)
	/ /		£ . p
	/ /		£ . p
	/ /		£ . p
	/ /		£ . p
	/ /		£ . p
TOTAL			£ . p

Either :

Cheques to be made out to:

Or

BACS, Bank Transfer to Bank name:

Sort Code _____ Account Number _____

For office use only

Approved by _____ *Date* _____

Processed by _____ *Date* _____

Cheque number _____