



EXPENSES CLAIM FORM - Version 4.0

Claimant name:		Date of claim:	
Claimant email address:			
Claimant contact phone number:			
Team age/name (eg U9 Green):			

Bank Details - Name of person to be paid (per bank account):		
Name of bank:		
Sort Code:		
Account number:		

Date(s)	Full details of each item (Training Courses, Refs Fees, Tournaments, Registrations etc).	Amount Claimed
	TOTAL:	£0.00

Please note all expenditure claims must be submitted to the Club Treasurer
Claims for training courses should be submitted with "pre-approval form" as well as receipts
A proof of receipt must be included with all claims
****Any expenditure greater than 3 months old will not be approved or paid****

Signature of claimant:	
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CLUB USE ONLY: (please ensure receipts are checked)			
Approved by:		Bank transfer amount	
		Date Paid:	