RoSPA Advanced Drivers and Riders East Yorkshire (E-YARD)

Expense and Mileage Claim Form

|  |  |
| --- | --- |
| Name |  |
| Month |  |

*Mileage Log – Claimed at 45 pence per mile*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Associate/Reason | Journey Start | Journey End | Claim |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*Total claim*

*Carry forward to mileage summary below*

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Details of Expense Claimed | Total Net | Total (£) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | *Total Expenses Claimed* |  |  |

|  |  |  |
| --- | --- | --- |
| *Mileage - Summary from mileage above* | | |
| Total miles | @ £0.45 per mile |  |

|  |  |
| --- | --- |
| Combined Totals Claimed |  |

I certify, to the best of my knowledge,

that this information is true and accurate

and is claimed in relation to E-YARD business only.

Signed