DRESSAGE STEWARDS

OUT OF POCKET EXPENSES CLAIM FORM

(As per rule 7.9 and Annex I)

as at 1/1/23

|  |  |
| --- | --- |
| **Name of Steward:** |  |
| **Address:** |  |
|  |
|  |
| **Bank BSB:** |  |
| **Bank Account No:** |  |
| **Name of Account:** |  |
| **Pay Direct to Bank Account:** |  **YES NO** |
|  |
| **Event:** |  |
| **Date/s:** |  |
| **Total hours spent stewarding:** |  |
| **Honorarium – $20 per hour of stewarding (maximum $150 per day)** |  |
| **Kms travelled – round trip** |  |
| **Travel subsidy @ 75c per km (maximum $350)** |  |
| **Other expenses e.g. toll fees** |  |
| **TOTAL AMOUNT DUE:** |  |

**Signature of steward: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_**

**(Tear off and keep as a record of what you have claimed)**

**Date:**

**Name of Club:**

**Amount Claimed:**