

Volunteer Expense Claim Form

Purpose of claim (event/ meeting)			
Date		Venue	
Name			
Address			
Phone no.			
Email			

Competition						
Bench /Referee		Rate	Number of Games		Total	
Referee Fees – 7 & 8 min quarters		€20.00			€	
Referee Fees – U16 League		€10.00			€	
Bench Fees – 7 & 8 min quarters		€10.00			€	
Bench Fees – U16 League		€5.00			€	
Date	Venue	Competition	Team A	Score	Team B	Score

Travel			
Journey	Rate	Journey	Rate
Dublin – Galway (Return)	€105.00	Galway – Limerick (Return)	€50.00
Dublin – Limerick (Return)	€100.00	Galway – Belfast (Return)	€185.00
Dublin – Belfast (Return)	€85.00	Limerick – Belfast (Return)	€180.00
Cork - Limerick	€50.00	Cork – Dublin	€130.00
Cork - Galway	€100.00	Cork - Belfast	€210.00
Rail / Bus	€	Miles (0.40cent p/m)	€
Taxi / Parking	€	Tolls (receipts required)	€
Accommodation/Subsistence			
Hotel (pre-approved)	€	Restaurant	€
Other Expenses	€		
Details of other expenses			
Per Diem			
Days (Full/Half)			
Total			
Euro Total	€	<i>*Sterling payments will be calculated by Swim</i>	
Sterling Total	£	<i>Ireland as per current foreign currency rates</i>	
Account Details			
Name on account			
BIC			
IBAN			
Signature		Date	
OFFICE USE ONLY			
Dept.		N/C	
Euro Total	€		
Sterling Total	£		
Approved by		Paid by	
Date		Date	