



County Expenses Claim Form

(Must be in accordance with regulations below. Please attach any accomodation invoices)

Match Category (O45 etc)	
Match Dates	
Team Captain	
Player/Claimant	
Bank Details for Reimbursement (Account Name, number, sort code)	
Telephone	
Email	
Distance Travelled (Miles)	
Fuel cost (25p/mile)	
Accomodation Cost + Breakfast	
<u>Total Cost Claimed</u>	

Only authorised expenses in accordance with the Regulations will be re-imbursed.

Contact details are

Chairman: Paul Roux, paul.david.roux@gmail.com, 07808 912253

Junior Chairman: Andrew Flett, 07711 349818

Treasurer: Lucy Hammond, lucy.hsra@gmail.com



Regulations for re-imburement of expenses incurred re Inter-County Championships

General

- Hants SRA will provide squash balls and one buffet for all home ties, for teams participating in all the SRA official Inter-County Championship ties.
- Hants SRA will cover the travel costs for away ties for all officially recognised county teams.
- The team captain should collate and authorise all players' signed expense claim forms, with all available invoices attached and send them together to the chairman/treasurer for payment.

Travel

- Fuel costs for county teams will be reimbursed for petrol at 25p per mile for a maximum of three cars for all players.

Accommodation

- Hants SRA will cover the cost of accommodation with breakfast for two persons sharing, for one night (Saturday). Any HSRA contribution is limited to:
 - a) £50 per person, unless there is prior express permission from either the Chairman or Junior Chairman.
 - b) For up to 6 players in adult teams and up to 8 persons for Junior teams
 - c) Eligibility is for away venues in excess of 100 miles.

All claims must be fully completed and authorised by team captain and must be accompanied where appropriate by any available invoices.

Any other expenses will only be re-imbursed with the prior authorisation of either Chairman, Junior Chairman or Treasurer.

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Treasurer: Lucy Hammond, lucy.hsra@gmail.com