



STEWARDS EXPENSE SHEET

Name of Steward:			
Address:			
Meeting Name:			
Venue:			
Date:		Permit No.:	
Bank Details:	Account Holder Name:	BSB:	Account No. :

TRAVELLING DETAILS:

I have travelled from _____ to _____

With a total of _____ Kilometres at .40c = _____

THIS EXPENSE SHEET MUST BE SUBMITTED WITH ALL MEETING DOCUMENTATION, I.E. PROGRAMMES, RACE RESULTS, INJURY REPORTS AND STEWARD/CLERK OF COURSE REPORTS. PAYMENT OF STEWARD'S EXPENSES WILL NOT PROCEED UNTIL ALL MEETING RECORDS ARE RECEIVED BY THE RCB.

OFFICE USE ONLY			
Reports Received:	Select	National Meeting:	
Clerk of Course Report:		Australian Championship:	
Injury Reports:	Select	Additional Days:	
Programme (2 Copies):	Select	Select	Travel Expenses:
Results:	Select	TOTAL EXPENSES	\$ 0.00
Licence Declarations:	Select	Purchase Order Number:	
Charge Sheets:	Select	Date Purchase Order Submitted:	
Protests:	Select	Payment Reference:	