

## Volunteer Expenses Form

|                                      |                                    |
|--------------------------------------|------------------------------------|
| Name:                                |                                    |
| Area/Group:                          | Lake District Area/Lancaster Group |
| Role: eg Secretary, Walks Leader etc |                                    |

| Date<br>(dd/mm/yy) | Description of expense<br>(e.g. printing newsletters, travel to meeting etc) | Amount<br>(£) |
|--------------------|------------------------------------------------------------------------------|---------------|
|                    |                                                                              |               |
| Total              |                                                                              |               |

N.B: The car mileage rate is up to 30p per mile

Please sign below to confirm that the above expenses were incurred wholly, exclusively and necessarily on Area/Group activities which further the Ramblers' charitable aims.

Signed:

Date:

Address:

Telephone/E-mail:

Please provide receipts to support all expenses claimed, or provide a brief explanation where this is not possible.

Please return this form to the Group Treasurer.

**April 2024**