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| **Shotley Point Yacht Club EXPENSES FORM** |
| **Your details** | **Treasurer’s Details** |
| **Name** |  | **Name** | Richard White |
| **Email** |  | **Email** | treasurer@shotleypyc.co.uk |
| **Phone** |  | **Phone** | 01799 543239 |
| **Address** |  | **Address** | Quendon white housecambridge road, quendon,saffron walden, essex. |
| **Post Code** |  | **Post Code** | cb11 3xj |
| No | **REIMBURSEMENT DETAILS** | **AMOUNT** |
| e.g. | Hosting Allowance 25 Members @ £2:00 |  |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |
| **6** |  |  |
| **7** |  |  |
| **8** |  |  |
| **9** |  |  |
| **10** |  |  |
| **EXPENSE REMITTANCE – BANK TRANSFER INFOMATION** |
| **NAME & ADDRESS OF BANK** | **BANK SORT CODE** | **BANK ACCOUNT NUMBER** | **NAME OF BANK ACCOUNT** |
|  |  |  |  |
| **Sign** |  | **Date** |  |
| **IMPORTANT: please include all receipts when claiming your expenses** |