

NORTH DEVON MOTOR CLUB Ltd

Treasurer:
 Steve Parker
 12 Parkers Hollow, Roundswell, Barnstaple EX31 3SL
 Tel 01271 372353



EXPENSE statement

Use this form to claim out-of-pocket expenses or to request payment of supplier invoice(s)

Tip: Enter your name and either event name or other reference

Tip: Enter relevant dates below

CLUB MEMBER >

EVENT or SUBJECT

Today's Date

EVENT DATE

Tip: **Popular expenditure types may include:** Advertising, Affiliation Fees, Autocross, Bank Charge, Classic Trial, Contractors, Dinner Dance, Equipment, Field, Gifts, Gymkhana, Insurance, Merchandise Purchases, Nav Ex, Prod Car Autotest, Professional Fees, Promotional Material, Repairs, Road Rally, Secretarial Expenses, Speed Event, Taxes, Treasure Hunt, Utility Charges.

EXPENSES SUMMARY

DETAIL - Give brief description	£	p	Info attached ✓	Please Pay Me ✓	Pay Supplier ✓
1					
2					
3					
4					
5					
6					

TOTAL EXPENDITURE

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PAYEE

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BACS DETAILS etc:

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Treasurers Use Only

Posted to Expense Ledger

CASH

(B)ACS or CHQ No

Split Entry

PAYMENT DATE

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