Expenses Claim

Royal Corps of Signals Benevolent Fund
Royal Signals Association

RSA ANNUAL GENERAL MEETING 2019

Name: submitted:

Event Title/Date	Description of expense	Units/Miles 30p/mile	Claim (£.p)	Additional Notes (justification, sub-totals)

Total Claim = £ **£0.00**

Whenever possible receipts should be attached .....(signed)

Employees will normally be reimbursed with their salaries.
Trustees and MoD personnel will be paid by cheque or bank transfer.

Address for cheque to be sent:

Bank Sort Code: Bank and Branch names

Bank Account: Account in name of

Authorisation

Signed and Dated ..... _ _ / _ _ / 2019