

Canterbury Gliding Club Inc.

PO Box 11074
 Sockburn
 Christchurch 8443

Expense Claim Form

Attach Tax Invoices or Receipts for all expenses and send the completed form to the Treasurer
 Expenses are approved by the Executive Committee at its meeting on the 2nd Tuesday of the month
 The club cannot make electronic payments but can reimburse you by cheque or crediting your Flying Account

Date	Company	Details of Expenses	Amount	For Treasurer's Use	
				Exp	Class
Total					

Please reimburse me by paying this amount into the flying account of: _____
 a cheque made payable to: _____
 Signed: _____ Date: ____ / ____ / ____

This section for Treasurer to Complete

Expenses Approved Signed: _____ Date: ____ / ____ / ____
 Amount Reimbursed: _____ Chq #: _____ Account Credit