

## Claim Form

Please use this form to claim for items bought on behalf of London Reels, or to claim your own expenses incurred wholly and exclusively on London Reels business.

Use one form for each session. Staple receipts to the top-right hand corner of this form.

- Name of claimant:
- Date of session for which expenses incurred:
- Date claim filed:

Item	Amount

Total amount claimed:

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Signature of Claimant:

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*Treasurer to complete:*

Claim met with cheque number: