



## Beleura Junior Football Club - Expense Claim Form

Claimant : \_\_\_\_\_

Payment :  By cheque  EFT

A/C Details : BSB # \_\_\_\_\_ Acc# \_\_\_\_\_

Date Paid : \_\_\_\_\_ Cheque # : \_\_\_\_\_ *BJFC Treasurer to complete)*

***All receipts, bills, invoices and other supporting documentation must be attached***

Date	Purchased from	Description	Purpose	Total
<b>Total of Petty Cash Claimed</b>				<b>\$ -</b>

This claim is a true and accurate claim for expenses incurred by me for the purpose of conducting business on behalf of Beleura Junior Football Club. I acknowledge that I am accountable for any false or misleading claims for expense. There are no personal expenses in this claim and I confirm that they are all BJFC related.

Claimants Signature: \_\_\_\_\_ Date \_\_\_\_\_

Executive Approval Signature #1 : \_\_\_\_\_ Name :

Executive Approval Signature #2: \_\_\_\_\_ Name :