

EXPENSE CLAIM

MUST BE RECEIVED NO LATER THAN Tuesday 9 December 2025 (1 MONTH FOLLOWING THE

DETAILS OF CLAIMANT					PERSONAL or BRIGADE (Please circle)	
FIRST NAME:			LAST NAMI	· · · · · · · · · · · · · · · · · · ·		
BRIGADE:			MOBILE NUMBER:			
POSTAL ADDRESS:						
BANK ACCOUNT No.						
EMAIL ADDRESS:						
EVENT: AGM and Conference Hui - 2025			BUSINESS UNIT: 50400		SUBLEDGER: NC25	
MILEAGE CLAIM FOR ACTUAL VEHICLE USED Circle Vehicle Type TOTAL AMOUNT						
	Kms Travelled	Petrol	Diesel	Petrol Hybrid	Electric	
☐ Up to 1500cc	Kills Travelled	83c	76c	Tetrorryona	Licetiie	
1501 2000cc		100c	97c	87c		\$
2001 250000		125c	121c	870		\$
2F01 and over		161c	159c			\$
CEPW 300PW		1010	1590		1080	\$ \$
FROM LOCATION:			TO LOCAT	ION:	1080	, ş
REGISTRATION No: OWNER:						
MAKE: MODEL:						
DETAILS:						
DETAILS.						
DETAILS OF CLAIM – Please include dates and attach itemised GST receipts (The UFBA does not reimburse any alcohol costs)						Amount (incl GST)
TOTAL						
have been incurred by me while on UFBA business and is in accordance with policy and the registration document relevant to the above event. This includes the correct corating, all passengers and full details of any			APPROVAL viewed the above claim. I approve and authorise of the above expenses in accordance with policy.			OFFICE USE ONLY □ Xero contact checked □ Bank account checked □ Bank account updated with Accounts (if required) □ Adjusted and approved □ Signed:
Date:						□ Jigiicu
Date:		l .				