**To:**

**I hereby claim the following payment/s for services rendered:**

|  |  |
| --- | --- |
| **Name:** |  |
| **Address:** |  |
|  |
|  |
| **BSB:** |  |
| **Bank Account No:** |  |
| **Account Name:** |  |

***Conducting a Judges Seminar @ $300 per day:***

|  |  |  |  |
| --- | --- | --- | --- |
| **Date/s of Seminar** | **Level of Seminar** | **Location of Seminar** | **Amount Claimed** |
|  |  |  | $ |

***Conducting Practical Exams @ $75 per candidate (computerised spread sheet is provided by the OC):***

|  |  |  |
| --- | --- | --- |
| **Name of Candidate/s:** | **Level of Practical Exam** | **Amount Claimed** |
|  |  | **$** |
|  |  |  |

***Conducting Practical Exams @ $75 per hour (Max $150) per candidate (no computerised spread sheet is provided & input is manual by the JE):***

|  |  |  |
| --- | --- | --- |
| **Name of Candidate/s:** | **Level of Practical Exam** | **Amount Claimed** |
|  |  | **$** |
|  |  |  |

***Mileage Allowance for Travel @ 70c per km round trip:***

|  |  |  |
| --- | --- | --- |
| **Number of Kms:** | **Toll Fees (if applicable):** | **Amount Claimed** |
|  |  | **$** |

***Incidental Expenses*** *e.g., Accommodation, photocopying, postage etc (Receipts required)*

|  |  |
| --- | --- |
| **Details of Expenses** | **Amount Claimed** |
|  | **$** |

|  |  |
| --- | --- |
| **Total Amount this Claim:** | **$** |

**Signature of Claimant Date**

**Please note: This form must be completed and forwarded ASAP**

**SDA Officials Committee Addresses:**

* **NSW** – Julie Jones tennysondale@bigpond.com
* **NT** – Danila Lochrin, c/- PO Box 901, Coolalinga, NT, 0839 -admin@ent.org.au
* **QLD** – Maria Schwennesen, 69 Gleesons Road, Burpengary, QLD, 4505 - mariaschwennesen@gmail.com
* **SA –** ESA Office, Equestrian SA, Unit 10, 2 Cameron Road, Mount Barker, SA, 5251, accounts@equestriansa.com.au
* **TAS** – Suzanne Betts, PO Box 80, Snug, TAS, 7054 - chimo@netspace.net.au
* **VIC –** Dressage Co-ordinator,- dressage@equestrianvictoria.com.au
* **WA –** Elaine Greene, Rangeview, 21 Pavilion Circle, The Vines, WA, 6060 - elaine\_greene@westnet.com.au