



Limited Income Expense Claim

1. Eligibility - To be eligible to claim expenses you will need to;

a. Meet at least one the following criteria:	b. Provide a copy of BOTH of the following documentation
In Receipt of Benefits <input type="checkbox"/> Yes <input type="checkbox"/> No	Recent Bank Statement dated within 2 months <input type="checkbox"/> Yes <input type="checkbox"/> No
On Limited Income <input type="checkbox"/> Yes <input type="checkbox"/> No	Proof of Benefits OR Employment Income <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Claimant Information

Name:	
Tel:	
Email:	

3. Finances

Please tick the statement that best describes your financial intention.

<input type="checkbox"/>	<p>I am able to organise funds to pay for my travel to camp and will claim my expenses in person on arrival; and I will provide receipts on arrival to camp.</p> <p><i>Please note: we will NOT pay any expense claims that are not supported by relevant receipts. Receipts must show the date/s you have travelled. i.e. Fuel Receipt, Train Ticket, Air Ticket, Bus Ticket</i></p>
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OR

<input type="checkbox"/>	<p>I am not able to pay my travel to camp and would need expenses to attend; I would like Outpost Charity to arrange my travel for and with me.</p> <p><i>As we cannot pay any funds to you prior to attending the camp, we will, in this instance arrange alternative public transport. This may include a variant of transport modes and Outpost Charity will make payment direct to the transport provider. If you have stated you will car share this option may be discussed with you.</i></p> <p><i>Please note: if for any reason you do not attend or do not give prior notice after transport has been arranged and paid for, you will be removed from the waiting list. You must contact us immediately if you are unable to attend.</i></p>
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4. Transport

What is your preferred mode of transport? **Place 1-4 in the boxes in order of preference, 1 being most preferred.**

<input type="checkbox"/> Car	<input type="checkbox"/> Bus	<input type="checkbox"/> Train	<input type="checkbox"/> Plane
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*When claiming for **Car Expenses** an alternative mode of transport may be proposed to you, please state which if any mode you would not consider using. Please explain why not.*

Declaration - I declare that:

- The information and supporting documentation I have provided is true and correct to the best of my knowledge
- In the instance I am unable to attend the camp I will notify Outpost Charity as soon as possible and I will reimburse all amounts already paid to me through this claim with 5 days of the first day of camp.

I understand that Outpost Charity will process my data and protect it in accordance with General Data Protection Regulations

Claimant Signature: _____ **Claim Date:** _____