

**Easingwold Scout Group Expense Form.** To help the Treasurer, please fill this in carefully and attach receipts. For more details please see the Expenses Policy

Expense Category	Code	Expense Category	Code
Sundry claims on this form for Activity Expenditure must be accounted for on an Activity Funding Form.		Leaders - Uniform	5A
		Leaders - Training Fees/Books/Stationery etc	5B
Activity - Traditional Scouting	3A	Leaders – Miscellaneous Mileage	5C
Activity - Theatre/Bowling/Cinema etc	3B	Leader’s - Other costs	5D
Activity costs - other	3C	Committee Training Fees/Books/Stationery etc	6A
Camping/Outdoor Equipment - Purchase	7A	Committee – Miscellaneous Mileage	6C
Camping/Outdoor Equipment - Repairs	7B	Committee – Other costs	6D
Chase Garth - Hut Maintenance	1A1	Bonfire – Equipment	4A1
Chase Garth - Outdoor Maintenance	1A2	Bonfire – Fireworks	4A2
Chase Garth - New Equipment	1A3	Bonfire – Field hire/Advertising/Marketing	4A3
Dawnay - Hut Maintenance	1B1	Bonfire – Food costs	4A4
Dawnay - Outdoor Maintenance	1B2	Bonfire – Retail supplies	4A5
Dawnay - New Equipment	1B3	Bonfire – Other	4A6
		Advertising/Marketing costs - General	4B1
		Advertising/Marketing costs - Facilities	4B2
		Sundry Payments	8A

Code	Details of Expenditure or Journey (or Activity name as given on Activity Funding Form, eg. 09 Summer camp)	Vendor/Distance	Date incurred	£	p
<b>TOTAL CLAIMED</b>					

Your Name	Signature	Date Claimed
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Treasurer's Use Only