

## **Expenses Policy**

## **Overview**

The Class does not expect a coach, parent or other volunteer to be "out of pocket" for helping with Class events, training and volunteering. Therefore the Class will refund any agreed expenses that have been incurred.

The expense amounts differ slightly between UK and International activity; full details of how much can be claimed is detailed on the Expense Form that MUST be used in order to claim an expense. Expenses will not be paid unless they are claimed using the Class Expense Form that can be found on the Class Website or via contacting the Class Admin (email: 420classoffice@gmail.com).

Note: parents of sailors attending events cannot claim expenses for food, accommodation or mileage to UK events unless prior agreement with the relevant Class Committee Member.

Any questions regarding expenses should be directed to the Class Admin (email: 420classoffice@gmail.com).