



Newark & Sherwood CVS

Volunteer Shoppers Scheme Mileage / Expenses Claim

We value your contribution to our communities and encourage our volunteers to claim back all out of pocket expenses. Volunteer mileage is claimed at 43p per miles and should be claimed at the end of each month. For other expenses please attached a receipt. Please submit your mileage claims form to support@nandscvs.org

DATE	Home/Person/shop	To Person / shop	Miles
24/3/20	Home	NG241BY – NG251HG – NG231FD – home	24
Other expenses e.g. hand sanitiser, gloves			
No of items	Receipt no	Description	Cost

Name _____ Signature _____ Date _____

Bank _____

Account sort code _____ Account number _____

Please do not purchase any items without speaking to a member of staff first. Thank you.