



Australian Croquet Association Inc.

Tournament Expenses Estimate/Claim (Delete one)

1. Claimant

2. Event

3.1 **Court Hire** at \$25 per court per day for courts required for competition.
(Player practice on the day preceding the event is assumed to be covered by the event court hire fee)

	Dates	Number of Courts	Amount
3.1.1			\$
3.1.2			\$
3.1.3			\$
3.1.4			\$
3.1.5			\$
Total			\$

3.2 **Officials** at \$5 per official per day for lunch, morning and afternoon teas.
Unless prior agreement has been obtained, claims for only the following will be allowed: one Tournament Manager, one Tournament Referee, one Venue Manager at each venue other than the main venue, and for the agreed number of referees.

	Dates	Number	Amount
3.2.1			\$
3.2.2			\$
3.2.3			\$
3.2.4			\$
3.2.5			\$
Total			\$

3.3 **Incidentals** including photocopying, Internet connection and telephone for officials and use of club facilities are expected to be included in the court hire fees, however, if any other incidental expenses have been incurred by agreement with the ACA they should be shown here or a list attached.

Total \$

3.4 Grand Total

\$

Signed:

Date: