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| **Declaration form** |

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| **To be completed by the Treasurer** |
| Invoice number |  |
| Date of payment |  |
| Signature |  |

Declaration of: Date:

|  |  |
| --- | --- |
| Name |  |
| Bank account  |  |
| BIC |  |

**Expenses:**

|  |  |  |
| --- | --- | --- |
| **Nr** | **Description** | **Amount**  |
| 1 |  | € |
| 2 |  | € |
| 3 |  | € |

Total €\_\_\_\_

DON’T FORGET TO ATTACH YOUR RECEIPTS TO THIS FORM

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| **To make sure that WSPV Allegra can handle your declaration quick and easily, the following rules apply:** * WSPV Allegra will only handle your declaration if this form is filled in completely
* All receipts of your declaration must be signed and be attached to this form
* For gas expenses WSPV Allegra has set a compensation of €0,19/km
* WSPV Allegra will only make payments through bank transactions
* Only expenses that are within the budget can be declared directly
* For all other expenses you must ask the current Board of WSPV Allegra for permission IN ADVANCE, otherwise your declaration cannot be granted

**You can hand in the declaration form to the treasurer, drop it in our mailbox at Sports Centre de Bongerd, or send it to the Allegra mail address. However, the treasurer needs to receive the original receipt).** |

Declarant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Treasurer: Salome Marcus

(signature) (signature)