



Supported by the



# WESTS ILLAWARRA WOMEN'S SNOOKER CHAMPIONSHIP

## TRAVEL ALLOWANCE CLAIM FORM

NAME .....

I will be travelling to this event by (please circle one):

Flight

Train

Car

**Air/Train claims – please attach proof of purchase**

**Driving claims – please attach copy of driver’s license**

I am travelling from (city of origin): .....

Amount of claim.....

\*(only approved amounts listed in schedule of travel allowances will be considered)

For Air / Train travel only:

I have booked my ticket (please circle)      Y / N

Flight / train information:.....

**I have read and understand the attached travel allowance terms & conditions. I agree to abide by any decision of Snooker & Billiards NSW in relation to this travel allowance.**

Signature .....

Player

Date .....

Hard copy may be posted to: Tournament Director, c/- 64 New North Rocks Road, NORTH ROCKS NSW 2151

Tournament Contact: Carlie Tait

Ph: 0401 198 197

E: [carlie.tait@bsansw.com](mailto:carlie.tait@bsansw.com)

## SCHEDULE OF APPROVED TRAVEL ALLOWANCES

### **Flights:**

Perth – Sydney – Perth = up to \$550 per person

Gold Coast – Sydney – Gold Coast = up to \$250 per person

Brisbane – Sydney – Brisbane = up to \$250 per person

Adelaide – Sydney – Adelaide = up to \$400 per person

Melbourne – Sydney – Melbourne = up to \$300 per person

Albury – Sydney – Albury = up to \$340 per person

Canberra – Sydney – Canberra = up to \$350 per person

Launceston – Sydney – Launceston = up to \$400 per person

Hobart – Sydney – Hobart = up to \$350 per person

\*Other flight allowances available on request, and are at the discretion of Snooker & Billiards NSW. Please confirm with Snooker & Billiards NSW prior to purchase.

### **Driving Costs:**

Less than 50km = up to \$40 per vehicle\*

50km – 150km = up to \$70 per vehicle\*

151km – 350km = up to \$120 per vehicle\*

\*Maximum 1 vehicle per person.

**Train fares** – available upon request, based on average return fare cost per person.

### **Travel Allowance terms & conditions:**

All travel allowances apply only to the most direct route of travel. No unnecessary stop overs or extended routes. In the case of air/train travel, this shall be from the closest major terminal from the player's residence, to Sydney airport and return. All travel allowance reimbursements will be at the discretion of Snooker & Billiards NSW, and are subject to budget limitations. Should a claim be refused for any reason, Snooker & Billiards NSW may offer a reasonable alternative. Travel allowances are available to players only. Not applicable to other tournament officials, parents, spouse, friends etc.

#### **Air & Train travel:**

Player shall purchase their own ticket and then submit a claim for reimbursement of travel allowance to Snooker & Billiards NSW (claim forms to be sent to [carlie.tait@bsansw.com](mailto:carlie.tait@bsansw.com))

Player will be reimbursed, via direct deposit, for the cost of their flight (or train) ticket up to the amounts listed in the above Schedule of Travel Allowances. (Should the ticket amount be less than the allocated travel allowance, only the ticket amount shall be reimbursed. Any amounts over and above the allocated travel allowance will be at players own expense).

All claims must be submitted prior to the closing date as noted on the entry form.

Claims must include proof of purchase, completed entry form and entry fee; and banking information for direct deposit of funds

In the event that the player withdraws from this event, the travel allowance must be returned in full to Snooker & Billiards NSW immediately.

Claims will be processed and reimbursed within 7 days of receipt of claim form.

#### **Driving:**

Player shall purchase their own fuel and submit a claim for reimbursement of travel allowance to Snooker & Billiards NSW (claim forms to be sent to [carlie.tait@bsansw.com](mailto:carlie.tait@bsansw.com))

Player will be reimbursed, via Fuel Gift Card for the cost of their fuel up to the amounts listed in the above Schedule of Travel Allowances. Any amounts over and above the travel allowance will be at players own expense.

All claims must be submitted prior to the closing date as noted on the entry form.

Claims must include copy of drivers license (for distance calculations), completed entry form and entry fee .

In the event that the player withdraws from this event, the travel allowance must be returned in full to Snooker & Billiards NSW immediately.

Claims will be processed upon receipt however fuel gift cards will be issued on Day 1 of the event, by the Tournament Director.

In the event of multiple players 'car-pooling' – only 1 allowance will be paid per vehicle. Gift card will be issued to the player who owns the vehicle used.