



Month Ending:	
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PAYE Timesheet for Ladies In Pigs

LIPs Member Name					
LIPs Member Address					
LIPS Member Postcode					
LIPS Member Email					
LIPs Member Phone no.					
Event Venue Address					
Event Venue Postcode <small>claims without a postcode may be rejected at the discretion of Central Office</small>					
Event Date					
Event Start Time		Event Finish Time		Hours Worked	
Additional Allowance <small>subject to PAYE</small>					
<small>If it is necessary to stay the night before a daytime event, leave home before 7am or arrive home after 7pm then £25 for each instance may be available. Please note this discretionary allowance is subject to approval from Central Office.</small>					
Time left home		Time arrived home		Allowance Due:	£
<small>subject to PAYE</small>					
Driving the Van <small>part or whole way £25 each way</small>					
£					
<small>subject to PAYE</small>					

Expenses Claim for Ladies In Pigs

Mileage	Miles		@ 0.45	£0.00
Food <small>please provide receipts up to £25 per meal</small>				£
Ingredients <small>please provide receipts</small>				£
Other Expenses <small>e.g. bus/train tickets, taxis, own accomodation booked. (pre-approved by Central Office). Please detail below:</small>				£
Signed	Date	Total Claim:	£0.00	
Account Holder:	Account No:	Sort Code:		