

NAME: _____

EMAIL: _____

						FOR OFFICE USE ONLY				
No.	Item	Purpose	Receipt attached? (Y/N)	Amount	Date	N/C	Budget	Fund	Budget Holder Signature	Other (if needed)
1										
2										
3										
4										
5										
6										
7										
8										
9										
			TOTAL	£0.00						

I hereby declare that these expenses were incurred in relation to my activities with Wikimedia UK.

Signed: _____ Date: _____

NB: Expenses must be approved in principle by Wikimedia UK in advance of the event. Should there be any doubt or disagreement, receipts will be required for all expenses. When completed, please return this form to FREEPOST WIKIPEDIA.