

# BMVA Expenses claim form

Name:	
Address (to which cheque can be sent):	
Email:	
Destination:	
Dates (from/to):	
Purpose:	
Payment Bank Account: (UK bank)	
Payment Bank Sort Code: (UK bank)	

*Payment currency if not GBP:		Rate used for any conversions:
Date	Details (must be accompanied by receipts)	Cost
		:
		:
		:
		:
		:
		:
		:
		:
		:
		:
		:
		:
		:
<b>Total:</b>		<b>:</b>

Signature of claimant:	
Date of claim:	

BMVA committee member:	
Signature of committee member:	
Date:	

**Payment** will be via *direct funds transfer* unless otherwise requested. Please provide address as a backup payment option. Use international form for international transfers.

**Student Travel Bursaries – SENT TO: Dr Adrian Clark**, BMVA Travel saries, School of Computer Science and Electronic Engineering, University of Essex, Wivenhoe Park, Colchester, Essex, CO4 3SQ,UK.

**All other claims – SENT TO: Dr. Toby Breckon**, BMVA Treasurer, AMAC, School of Engineering, Cranfield University, Whittle Building, Cranfield, Bedfordshire, MK43 0AL, UK.