

OTD Claim Form: Preparing for Fellowship Program Travel and Expenses

Please complete and return to North Coast NSW GP Training Ltd on F: 02 6681 5722

Name		Email Address
Postal address		
Date of activity	Activity location	
Activity details e.g. full day/half day release		

Description	Total
Reimbursement of educational materials (please attach receipt)	
Reimbursement of accommodation (please attach receipt)	
Capital cities: up to \$220 per day. Regional centres: up to \$160 per day	
Reimbursement of airfares, taxi's, car hire, parking, etc (please attach receipt)	
Reimbursement of meals (please attach receipt)	
Total kms claimed (please attach copies of relevant pages from your Vehicle Log Book)	
Enter kms travelled	0
Rates paid per kms (return)	
120km to 200km	\$40.00
201km to 520 km	\$95.00
521km to 700km	\$150.00
701km to 1100km	\$223.00
>1100km	\$273.00
Note:	Total (no GST has been charged) \$ -

If claiming air fares, accommodation or meals, an original tax invoice is required. Airfares must be purchased on the basis of "Best Available Relevant Fare". Kms are paid as per rates schedule shown and paid per vehicle.

Payment options: please complete one section

Direct deposit	BSB no: <input style="width: 150px;" type="text"/>	Ac no: <input style="width: 150px;" type="text"/>
	Acc name: <input style="width: 300px;" type="text"/>	
Cheque	Payable to: <input style="width: 300px;" type="text"/>	

Funds are allocated for learning, training or education needs identified in your Individual Learning Plan (ILP). Remaining funds may be allocated to attend preparation workshops for the RACGP/ACRRM exam. This includes registration, travel and accommodation costs. The exam fee can be claimed from any remaining balance once training and education costs have been claimed. Evidence confirming a pass is required. Travel and accommodation to attend the exam take precedence over examination fees.

I certify the details above are correct.
I understand if I make a false claim NCGPT may take action to recover the amount.
I understand if I do not keep a record of the expense claimed I may be liable to pay tax.

X

OTD's signature

Date