



Travelling expenses are available for all participants in the New Artist's Scheme and are normally calculated as a return journey by car between your departure address and the venue. Expenses are calculated using mileage verified by the AA Route Planner and you may use the AA Route Planner to help plan your journey, print detailed road directions and provide an estimate of your journey times.

The AA Route Planner can be found online at:

[http://www.theaa.com/travelwatch/planner\\_main.jsp](http://www.theaa.com/travelwatch/planner_main.jsp)

If you intend to travel by public transport we can book your tickets and post them to you in good time for you to use them. Alternatively you may purchase these yourself and we will reimburse you on production of the used tickets after the concert.

Terms and conditions apply.

Please complete and return  
this form along with the  
contract to:

Tim Roberts,  
20 Church St.,  
Pershore,  
WORCS. WR10 1DT

PART A (REQUIRED)	YOUR PERSONAL INFORMATION
<p>Name</p> <input style="width: 95%;" type="text"/>	<p>Home address</p> <input style="width: 95%;" type="text"/>
<p>Telephone</p> <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<p>Payee / account name</p> <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
	<p>postcode</p> <input style="width: 150px;" type="text"/>

PART B (OPTIONAL)	FOR JOURNEYS BY ROAD
<p>Departure address (please include this <i>only</i> if your departure address is different from your home address)</p>	
<input style="width: 95%;" type="text"/>	<p>postcode</p> <input style="width: 150px;" type="text"/>
<p>For journeys involving several stops (please include the departure address of each subsequent leg of your journey)</p>	
<input style="width: 95%;" type="text"/>	<p>postcode</p> <input style="width: 150px;" type="text"/>
<input style="width: 95%;" type="text"/>	<p>postcode</p> <input style="width: 150px;" type="text"/>
<input style="width: 95%;" type="text"/>	<p>postcode</p> <input style="width: 150px;" type="text"/>
<input style="width: 95%;" type="text"/>	<p>postcode</p> <input style="width: 150px;" type="text"/>
<p>Please continue on a separate sheet if necessary.</p>	

PART C (OPTIONAL)	FOR JOURNEYS BY PUBLIC TRANSPORT
<p>If travelling by public transport, would you like us to purchase the tickets on your behalf? (Please tick as appropriate)</p>	
<p>YES <input type="checkbox"/></p>	<p>We will be in touch with you to discuss the arrangements for your journey.</p>
<p>NO <input type="checkbox"/></p>	<p>Please retain your used tickets and send them directly to: <b>Paul Benson (treasurer), 25 Bevington Court, Crossley Road, WORCESTER. WR5 3GF</b></p>

**Terms and conditions:** 1) Expenses are payable up to a maximum of £100 total. 2) Expenses are calculated as fuel costs for road vehicles with a fuel economy of 30mpg. 3) Artists travelling together by car may only submit one claim for travelling expenses. 4) Expenses are payable only on travel within the UK borders. 5) Entitlement is not affected by ticket sales. 6) Expenses for travel by public transport are for economy class fares only 7) Where public transport costs exceed the £100 limit the Society will pay the excess when booking on behalf of artists but this is considered a loan and shall be repaid to the Society from ticket revenues. 8) The Society accepts no responsibility for the accuracy of information supplied by third parties or for the safe and reasonable conduct of the journey itself. 9) The Society promises to pay all due fees and expenses no later than 30 days after the concert. 10) The Society reserves the right to alter or amend these terms and conditions at its discretion.