

# Caithness Sports Council

## TRAVEL GRANT APPLICATION

### The Purpose of the Discretionary Grant

Financial assistance may be offered to assist members of affiliated clubs/associations to enable them to travel to sporting events, normally competitions, outside Caithness. Such assistance will help cover the cost of transport, accommodation and food.

### Conditions of offer:

Refer to Guidance / Information Notes

## 1. Your Contact Details

(The contact must be able to answer all the questions relating to this application)

**Club Name** \_\_\_\_\_

**Secretary's Name** \_\_\_\_\_

**Secretary's Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Postcode** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_ **Work / Home / Mobile<sup>1</sup>**

**Email Address** \_\_\_\_\_

<sup>1</sup> Delete as appropriate

### For Official Use Only

Date Received:	_____
Grant Number:	_____
Amount Offered:	_____
Cheque Number:	_____
Minute Reference:	_____
Amount Paid:	_____
Cheque Reference:	_____

## 2. Venue, Location and Event Details

Name of Event: \_\_\_\_\_

Status/Type \_\_\_\_\_

Venue: \_\_\_\_\_

Numbers Participating: Junior: \_\_\_\_\_ Adult: \_\_\_\_\_

Numbers Attending: Junior: \_\_\_\_\_ Adult: \_\_\_\_\_

Traveling Dates: \_\_\_\_\_

Competition Dates: \_\_\_\_\_

Transport (Type & number) \_\_\_\_\_

Does the competition / event award money / gifts to winners or competitors? Yes/No' \_\_\_\_\_

If yes, please provide details of all prizes / gifts below.  
Do not include competition/event trophies

Details of competition Prizes / Gifts (eg money, Vouchers etc) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 3. Costs

All costs must be based on current Caithness Sports Council rates.

Transport	Mode of Travel _____	Mileage _____	£ _____
Accommodation			£ _____
Food			£ _____
Other Expenditure (Give Details)	1. _____		£ _____
	2. _____		£ _____
	3. _____		£ _____
		Total Expenditure	£ _____

