

**Claim Form for AGM and Conference – 2016**

***For fresh tomato growers attending the 2016 TomatoesNZ AGM and Horticulture Conference***

***3rd – 5th August 2016***

1. Your registration tax invoice and receipts for travel and accommodation must accompany all claims. Where these are not attached no reimbursement will be made.
2. Please complete, sign and email to Lynda.banks@hortnz.co.nz, or post to Horticulture NZ, PO Box 10232, The Terrace, Wellington 6143, attention Lynda Banks before **19 August 2016.**

(Please read notes below)

**Delegate Name/s:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Registration for 3rd – 5th August 2016 $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reimburse for accommodation & travel (maximum $500.00 ex. GST per person) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(mileage can be claimed at a rate of 74 cents per km)*

**TOTAL CLAIM (ex. GST) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

I hereby claim the above amount from TomatoesNZ

**Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Contact Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please provide your postal address or bank account details for cheque or direct credit:

***Conference Expenses – Explanatory Notes***

***Payable to:***

1. *Active (levy paying) fresh tomato growers, two delegates per fresh tomato growing entity.*
2. *Life Members and Award of Merit Holders.*
3. *Speakers or other invited guests*

***Covering:***

1. *Registration for the TomatoesNZ AGM and Horticulture Conference 3rd – 5th August 2016.*
2. *Up to $500.00 (ex. GST) per person maximum reimbursement towards the costs of accommodation and travel incurred to attend the TomatoesNZ AGM and Horticulture Conference 3rd – 5th August 2016.*

***NOTE: All other expenses will be at the attendees own expense.***