

**Claim Form for AGM and Conference – 2018**

***For fresh tomato growers attending the 2018 TomatoesNZ AGM and Horticulture Conference***

***23rd – 25th July 2018***

1. Your registration tax invoice and GST 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 or post to Josie.Hehir@hortnz.co.nz, or post to Horticulture NZ, PO Box 10232, The Terrace, Wellington 6143, attention Josie Hehir, by **20 August 2018.**

(Please read notes below)

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

**Registration for 23rd – 25th July 2018 $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

*(mileage can be claimed at a rate of 72 cents per km)*

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

I hereby claim the above amount from TomatoesNZ

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

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

Please provide your bank name and account details for 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 23rd – 25th July 2018.*
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 23rd – 25th July 2018.*

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