

## WELSH AGE GROUP TRAVEL EXPENSES POLICY 2018

***All claims are to be submitted on the attached Cricket Wales Claim Form and authorised by Team Manager or Coach.***

### AWAY FIXTURES

#### 1 Day game with no overnight stay

- Travel by minibus – no claim.
- Alternatively, no bus is provided and parents transport players to ground - £20 per car.
- Some players may require overnight stay on the evening before the fixture due to distance from home to venue - £40 towards hotel. ***This is to be agreed with the team manager in advance of the fixture.***
- All other claims to be authorised on the day by team manager.

#### 1 Day game requiring 1 night overnight accommodation before fixture

- Travel by minibus and hotel booked by Cricket Wales – no travel or hotel claim applicable. Parents to contribute £30 per player towards hotel costs.
- Alternatively, no bus is provided and parents transport players to ground and player stays in hotel with parent- £20 per car and £20 towards hotel cost.
- All claims to be authorised on the day by team manager.

#### Match requiring 2 nights plus overnight accommodation (e.g. Tours and 3 day fixtures)

- Travel by minibus and hotel booked by Cricket Wales – no travel or hotel claim applicable. Parents to contribute £30 per player per night towards hotel costs.
- Alternatively, no bus is provided and parents transport players to ground and player stays in hotel with parent- £20 per car and £20 per night towards hotel costs.
- Some players may require overnight stay on the evening before the fixture due to distance from home to venue - additional £40 towards hotel. ***This is to be agreed with the team manager in advance of the fixture***
- All claims to be authorised by team manager prior to the completion of the fixture.

#### Cricket Festivals

- Player accommodation to be paid by Cricket Wales and recovered in full from parents.
- Parents to claim £20 travel costs per return trip (up to a maximum of £40).

- Some players may require overnight stay on the evening before the festival due to distance from home to venue - £40 towards hotel cost. ***This is to be agreed with the team manager in advance of the festival.***
- All claims to be authorised by team manager prior to the completion of the festival.

## **HOME FIXTURES**

- No contribution will be made to fuel costs for any home fixtures unless the player's home address is more than 90 miles from the fixture venue. In such instances, parents are eligible to claim their **£40.00** contribution to fuel costs. They will also be eligible to claim the **£40.00** per night contribution towards any overnight accommodation costs, should the Age Group Manager deem it necessary due to the distance between the player's home address and the fixture venue. ***This should be agreed with the parent prior to the fixture date.***

## **Winter Training Sessions**

### **1 Day training session**

- No contribution will be made to fuel costs for any one day training sessions unless the player's home address is more than 90 miles from the training venue. In such instances, parents are eligible to claim their **£40.00** contribution to fuel costs. They will also be eligible to claim the **£40.00** contribution towards any overnight accommodation costs, should the Age Group Manager deem it necessary due to the distance between the player's home address and the training venue. This should be agreed with the parent prior to the fixture date.

### **2 Day training session**

- No contribution will be made to fuel costs for any two day training sessions unless the player's home address is more than 90 miles from the training venue. In such instances, parents are eligible to claim their **£40.00** contribution to fuel costs. They will also be eligible to claim the **£40.00** per night contribution towards any overnight accommodation costs, should the Age Group Manager deem it necessary due to the distance between the player's home address and the training venue. This should be agreed with the parent prior to the fixture date.