NAME Joe Bloggs **BUDGETED HOURS PER WEEK 6 2 X 1.5 HOURS SESSIONS** **Month October 2009**

TEAM COACHING U14 A Rugby **1 MATCH 3 HOURS**

ST. ANDREW'S COLLEGE								
COACHING HOURS CLAIM								
MONTH								
DATE	**DAY**	**TRAINING/MATCH**	**HOME/AWAY**	**LEAGUE/FRIENDLY**	**TEAM**	**UNBUDGETED HOURS EXPLAINED**	**HOURS**	**CUMULATIVE**
						*** eg reffing another team, coaching**		**HOURS**
						another team, taking a bus to a cup match		
						covering a session		
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Save Original,delete example hours above, then each month fill in and save as for that month, so you keep original every time and you have a record for each month you submit for.

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TEAM COACHING U14 A Rugby **1 MATCH 3 HOURS**

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.						TOTAL HOURS FOR PAYMENT	**0**	
Office Use Only:								
	Approved By:							
	Approved By:							

Save Original,delete example hours above, then each month fill in and save as for that month, so you keep original every time and you have a record for each month you submit for.