

ROYAL MELBOURNE SHOW

Judges' Allowance Policy

Accommodation

One night's accommodation will be provided for each day of judging.

Bookings can be made either through the RASV, or directly by the Judge, in which case the cost to a maximum value of \$180 per night (breakfast included) will be reimbursed upon the submission of receipts.

Please note the RASV can only make accommodation arrangements for Royal Melbourne Show Judges.

Road Travel (own vehicle)

Judges residing within 150km of the Showgrounds will be recompensed at a flat rate of \$75 for the return journey.

Judges residing further than 150km from the Showgrounds will be recompensed at a flat rate of \$150 for the return journey.

Air, Rail or Bus Travel

Single return economy fare will be reimbursed to a maximum price as agreed with the RASV. Judges are to make their own travel arrangements and will be reimbursed following the Show.

Transfers

Judges will be recompensed \$150 for travel between their home residence and the nearest airport, bus depot or train station if that distance exceeds 150km or \$75 if that distance is less than 150km.

Taxi fares between the airport, bus depot or station and accommodation will be reimbursed to a maximum of \$75.

Taxi fares between the accommodation and the Showgrounds will be reimbursed to a maximum of \$30 per trip.

Showtime Privileges

Judges will be entitled to Show entry tickets, car parking and meal privileges for each day of official judging. Privileges will be sent to Judges prior to the Show.

Reimbursement

All requests for reimbursement are to be substantiated by receipts and forwarded with the Reimbursement Claim Form to the RASV following the Show.

Royal Melbourne Show

Judge's Reimbursement Claim Form

Please return by Friday 01 November 2019 to:

Annie Elliott

Coordinator Agricultural Competitions & Events - Beef, Sheep & Dairy

RASV, Melbourne Showgrounds,

Epsom Road, Ascot Vale, Vic 3032

Phone: 03 9281 7412 or Annie.Elliott@rasv.com.au

Tax Invoice

Name: **ABN:**

Address:
.....

Email:

Judging Date/s:

Please attach receipts for costs for which you are claiming reimbursement.

All claims must be in accordance with the RASV Policy outline forwarded to you with your invitation to judge.

Travel and transfers

Airfare/Train/Bus \$

Taxi \$

Travel (car) \$

Accommodation

Number of nights: @ \$180 maximum \$

Total Claim \$

All reimbursements will be paid via EFT. Please provide bank details for prompt payment.

Account name:

BSB: **Account number:**

Signed **Date**

Please note that the Supplier Declaration (overleaf) must be completed in order for payment to be made, even if you are not registered for GST.

Office Use Only Date Received: /..... /

CODE: **S AC XXXX XXXX** \$

CODE: **S AC XXXX XXXX** \$

Checked: Approved: Creditor No:

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Please return by Friday 01 November 2019 to:
 Annie Elliott
 Coordinator Agricultural Competitions & Events - Beef, Sheep & Dairy
 RASV, Melbourne Showgrounds,
 Epsom Road, Ascot Vale, Vic 3032
 Phone: 03 9281 7412 or Annie.Elliott@rasv.com.au

To:
 Royal Agricultural Society of Victoria Limited
 Melbourne Showgrounds
 Epsom Road
 ASCOT VALE VIC 3032

From:
 Name:
 Address:

Important Notice to Suppliers

By law, under the tax system, The Royal Agricultural Society of Victoria Limited is obligated to deduct 48.5% (withholding tax) from any payments made to a supplier, if the supplier has not declared their status in relation to the tax system. Therefore, to avoid having 48.5% deducted from any payments we may make to you, you will need to complete either declaration 1 or 2 below.

1. Hobbyist Declaration

Ideclare that the goods and/or services I have provided to The Royal Agricultural Society of Victoria Limited are a private recreational pursuit or hobby, or are domestic in nature.

Signed: Date:

OR

2. ABN Declaration

Ideclare that my ABN is:

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I also declare that at the time of supplying the goods and/or services I was (appropriate box must be ticked):

Registered for GST

Not registered for GST

Signed: Date: