General Synod 2026
Expenses claim

For Office Use Only

Travel: *Rail/bus/ferry/flight*	_____		£
Mileage	_____ Miles @55p		£ 0.00
Other			£
			£
			£
Please attach all receipts ***(see notes below)***			0.00

Name and Address (please print)	**Attending as:**
	General Synod Member ☐ Alternate GS Member ☐ Committee Convener ☐ Fresher ☐ Other (please state) ☐
Date: _____ 2026	_____

Bank account details for payment of expenses

Either: Use my bank details previously provided to General Synod Office ☐

Or: use the following bank details: ☐

Account in the name of: _____

Bank sort code: _____

Bank account number: _____

Email address: _____

Notes:

1 Please ensure that this form is returned by not later than ***30 June 2026*** to the General Synod Office, Ground Floor West, 40 Torphichen Street, Edinburgh, EH3 8JB or emailed to GSexpenses@scotland.anglican.org.

2 Public transport should be used wherever possible.

3 Parking is **ONLY** free if you give your details to either the hotel reception upon check-in or to Vicki Anderson of the GSO at the welcome desk on your day of arrival at General Synod.

4 Notification of payment of expenses will be sent by email.