

RUGBY FOOTBALL UNION



DUPLICATE TRAVEL CLAIM

The RFU has a fund to contribute towards their travel costs where away clubs have travelled in good faith to a match which is called off after they have set off. The key criteria for claims are

- It is a match where the away club receives RFU travel assistance in accordance with the schedule issued at the start of the season. This season it is for return journeys in excess of 150 miles.
- The away team has started their journey to the match and has therefore incurred travel costs and the match is then postponed.

NCA has to approve each claim and must be satisfied that there is no blame attached to either club and that the away team's travel was unavoidable e.g. it was postponed due to unforeseen and exceptional weather. Claims will generally be refused where

- The home club has not followed the process described in the administrative instructions for calling off games due to unfit pitches. In this instance, a claim can generally be made against the home club
- Where the match referee would have allowed the game to go ahead but did not do so because the away club declined to play

There is a finite amount of money available. Claims against the fund are collated at the end of season and claims are then proportionately scaled down to avoid exceeding this amount. Payments are made after the end of the season.

Clubs wishing to make a claim should complete the attached form and return it to the NCA Secretary. Copy invoices and receipts must be attached to substantiate the claim.

The amount claimed should be the lower of the actual costs or the sum allocated for that match by the RFU when determining the club's travel grant.

Completed forms should be received within 21 days of the fixture in question. The NCA Secretary will assess the claim and, if valid, will include it in the return made to the RFU at the end of the season.

If a claim is disallowed, the club will be informed with the reasons. Even if a claim is approved by the NCA, the RFU has the right to disallow it.

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Club making claim					Opponents				
Date of match					Planned kick off time				
Time away team left					Time game called off				
Match referee's name									
Reason game was called off									
Was your captain prepared to play?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	comments				
Was the home captain prepared to play?	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	comments				
Any relevant comments on calling off of the game									
Breakdown of claim						description			amount
Total of claim									
Any relevant comments on claim									

Claim made on behalf of the away club by			
name	signature	position	date

For NCA use	Date received							
Claim approved	yes	<input type="checkbox"/>	no	<input type="checkbox"/>	signed			date