

# Officials-for-sport.com Ltd

## User Introduction



**R3.02 – 9 Jul 2014**

**Bennett House, Norwich Street, Dereham, Norfolk NR19 1BX**

**Registered in England no 07646852**

**Data Protection Act 1998: Registration Number Z3021830**

## Setting Your Password

Go to: [www.whostheref.com](http://www.whostheref.com) and click the login icon

Start Here

LOGIN >



This will give you the following screen. Your first job is to set your password. So:

- 1) Input your email address (Must be the email address to which your introduction email was sent)
- 2) Where it says "Please choose your sport" choose the relevant database.
- 3) Click "Forgot or need a password"

1. Valid email address

2. Choose your sport

3. Click here

**LOGIN**

User name:  
Enter your email address

Password:

[Forgot or need a password?](#) or [New Users Sign Up](#)

Your database:  
Please choose your sport:

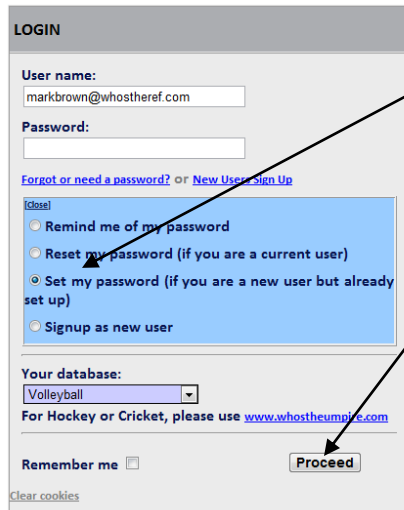
For Hockey or Cricket, please use [www.whostheumpire.com](http://www.whostheumpire.com)

Remember me ☐

[Clear cookies](#)

**IMPORTANT NOTE:** It is an offence under the [Computer Misuse Act 1990](#) (and others) to make or attempt to make unauthorised access to this website. Every attempt to gain access, successful or otherwise, is recorded. This includes a note of your current IP address and other information.

You will then see this screen:



If this is the first time you have set your password, click the radio button "Set my password"

Then click the Proceed button

You will be sent an email that looks similar to:

**Reset password at whostheref.com**

no-reply@whostheref.com

Sent: Fri 11/05/2012 14:11

To: markbrown@whostheref.com

From: DO NOT REPLY

Either copy the code below and paste it into the last web page:

31a71674aaa2c0ef89038056e045709a

Or, to go back to the website and reset your password, click [here](#).

You can either copy and paste the code from that email into the last webpage (that looks like this below) and click Send:

If your details are on our system, then instructions to reset your password have been emailed to you.

If you do not receive this email, then please check that you have entered your email address correctly.

You should now access the program that you normally use to read emails at markbrown@whostheref.com, and click the link within that email. This will take you to a new page where you can input your password.

Or,

Copy and paste the code from the email and click Send:

31a71674aaa2c0ef89038056e045709a

Send

Or you can click the link in the email where it says "click [here](#)"

Either action will take you to the following screen.....



Type in your desired password. It must be at least 6 characters, but does not need to be too complicated.

You should also type in a reminder and then click save password. Note – the reminder must not contain your password.



You can then continue to your Log In screen, complete the details, and successfully log into the system. Some browsers will take you into the system as soon as you have entered it, without the need to return to the input screen.

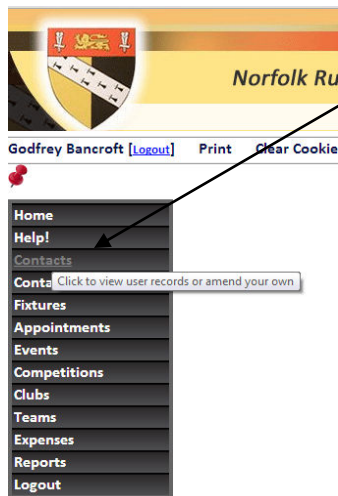
Our staff at Officials-for-sport.com Ltd never get to see your password. It is encrypted (twice!) before it leaves your PC and sent to us.

Therefore, we are never able to tell you what your password is. The reminder that you specify should be something that is relevant only to you, to enable you to recall your password should you need to.

You can however reset your password as often as you wish.

On the log in screen, you may want to click the "Remember Me" box, but do not do this if you use a public computer such as in a library or at work.

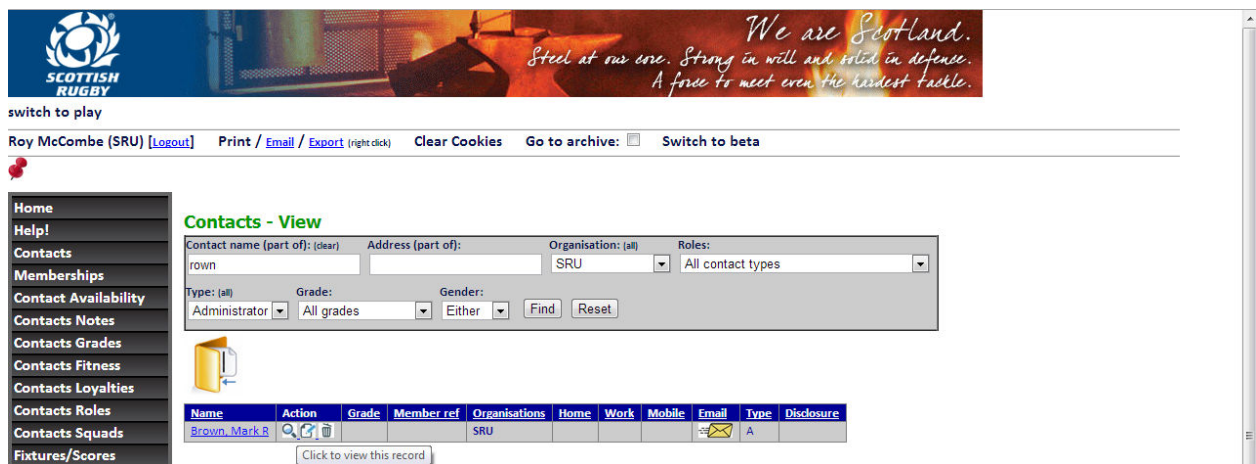
## Checking and Updating your Details



All user records (administrators, referees, club contacts etc) are stored in the Contacts file. You can see limited information for other users, but unless you are an administrator you can only edit your own record.

The navigation menu that you see on the left varies according to what permissions have been assigned to you.

After selecting Contacts from the menu, you will be presented with a filter section that allows you to select the records you want to view. Some kind of filter appears at the top of most screens that you can select.



Put the relevant data in the filter, here I have just put in "rown" as I want to search for a partial name. Then click Find.

The records that are found are then listed in the grid below the filter. You can click the Spy-glass to view more detail on the highlighted record. For example, you will see this:

Contact: Mr Mark Brown  
 Address:  
 Email: markbrown@whostheref.com  
 Bounce email: ✖  
 Kit details:  
 Partner name:  
 Registration ref:  
 Passport ref:  
 Loyalty card ref:  
 CRB ref:  
 CRB expires: 00-00-0000  
 DoB: 00-00-0000  
 Gender: Male

Now as this is my own record, I have the option to click the "Edit" icon at the top of this record which will allow me to amend the details.



**Contact:** Mr Mark Brown  
**Address:**  
**Email:** markbrown@whostheref.com  
**Bounce email:** ✖  
**Kit details:**  
**Partner name:**  
**Registration ref:**  
**Passport ref:**  
**Loyalty card ref:**  
**CRB ref:**  
**CRB expires:** 00-00-0000  
**DoB:** 00-00-0000  
**Gender:** Male

These are some of the fields that you might be able to amend:

#### Contacts - Amend



Hide all	<input type="checkbox"/>
Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Mark"/>
Middle initials	<input type="text"/>
Surname	<input type="text" value="Brown"/>
Name	<input type="text" value="Mark Brown"/>
Known as	<input type="text"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
Address 3	<input type="text"/>
Address 4	<input type="text"/>
Postcode	<input type="text"/>
Hide address	<input type="checkbox"/>
Phone	<input type="text"/>
Hide phone	<input type="checkbox"/>
Work no	<input type="text"/>
Hide work no	<input type="checkbox"/>
Mobile	<input type="text"/>
Hide mobile	<input type="checkbox"/>
Receive texts	<input checked="" type="checkbox"/>
Preferred phone	<input type="text" value="Home"/>
Fax	<input type="text"/>
Email	<input type="text" value="markbrown@whostheref.com"/>
Bounce email	<input type="checkbox"/>
Email2	<input type="text"/>
Hide email	<input type="checkbox"/>

The actual fields that you are allowed to update will depend upon your organisation's configuration.

Other "Normal" users – that is, not your organisation's administrators, can normally only see you contact information.

However you should note the tick boxes that allow you to hide contact information from other "normal" users – you cannot hide this from administrators, otherwise you would never get any information about games!

The website is encrypted using SSL, to ensure that your data cannot be intercepted during transmission over the internet.

After making any changes to data, you must always click the save button. This is the floppy disc with the green tick:



Save Reset Reject

## Amending/Entering Availability

Select the Availability option from the menu.

**Contact Available - View**

Month: (all)   
 September 2012   
 All months   
 May 2012 onwards   
 May 2012   
 June 2012   
 July 2012   
 August 2012   
 September 2012   
 October 2012   
 November 2012   
 December 2012   
 January 2013   
 February 2013   
 March 2013   
 April 2013   
 May 2013   
 June 2013   
 July 2013   
 August 2013   
 September 2013   
 October 2013

Find Reset


2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4				
9	10	11				
16	17	18				
23	24	25				
30						

Number of rows displayed: 1. Time: 0.0224 sec


Then choose the month that you wish to view or amend. You can either choose a specific month, or choose all months ahead including the current month. At present the calendar runs 18 months ahead of the current time.

Once you find the month you want, click the Edit icon

2012 09  **Sep 2012**

Click to edit this record **Tue**

19	20	21
26	27	28
2	3	4
9	10	11
16	17	18
23	24	25
30		




2012 10  **Oct 2012**

Sun	Mon	Tue
	1	2

Contact: Brown, Mark

Change All   
 N/A   
 PM   
 EVE   
 N/A   
 N/A   
 Change All

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 <input checked="" type="checkbox"/> All day (local)
2 <input checked="" type="checkbox"/> All day (local)	3 <input type="checkbox"/>	4 <input checked="" type="checkbox"/> PM	5 <input checked="" type="checkbox"/> EVE	6 <input type="checkbox"/>	7 <input type="checkbox"/>	8 <input type="checkbox"/>
9 <input checked="" type="checkbox"/> All day (local)	10 <input type="checkbox"/>	11 <input checked="" type="checkbox"/> PM	12 <input checked="" type="checkbox"/> EVE	13 <input type="checkbox"/>	14 <input type="checkbox"/>	15 <input checked="" type="checkbox"/> All day (local)
16 <input checked="" type="checkbox"/> All day (local)	17 <input type="checkbox"/>	18 <input checked="" type="checkbox"/> PM	19 <input checked="" type="checkbox"/> EVE	20 <input type="checkbox"/>	21 <input type="checkbox"/>	22 <input checked="" type="checkbox"/> All day (local)
23 <input checked="" type="checkbox"/> All day (local)	24 <input type="checkbox"/>	25 <input checked="" type="checkbox"/> PM	26 <input checked="" type="checkbox"/> EVE	27 <input type="checkbox"/>	28 <input type="checkbox"/>	29 <input checked="" type="checkbox"/> All day (local)
30 <input checked="" type="checkbox"/> All day (local)						



  

There is no strict definition of what time "Eve" starts, but it gives an indication to your appointer.

Have a fiddle with the various settings, and then remember to click Save after making changes.

Some organisations will default your calendar to be available until you declare yourself unavailable, whilst others will default your calendar to be unavailable until you declare yourself available.

The confirmation screen will show your new calendar for the month you just edited


**GET INTO VOLLEYBALL**

Mark Brown [Logout](#)    Print / [Export](#) (right click)    Clear Cookies    Go to archive: ☐

- Home
- Help!
- Contacts
- Availability
- Fixtures
- Appointments
- Events
- Clubs
- Teams
- Reports

**Contact Available - View**

Month: (all)  
May 2012 onwards


**Record successfully updated.**

Contact: [You](#)

Sep 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 ✓
2 ✓	3 ✗	4 PM	5 EVE	6 ✗	7 ✗	8 ✗
9 ✓	10 ✗	11 PM	12 EVE	13 ✗	14 ✗	15 ✓
16 ✓	17 ✗	18 PM	19 EVE	20 ✗	21 ✗	22 ✓
23 ✓	24 ✗	25 PM	26 EVE	27 ✗	28 ✗	29 ✓
30 ✓						

Once you have been appointed to some fixtures, an \* will appear beside the day. Moving your mouse over this will show the detail of the appointment.

## Your Appointments

The first you will usually know about an appointment is via an email generated by the website.

This email will look similar to this:

Dear Mark,

You have 1 notification.

Sat 12-05-2012 (15:00)

Norfolk Friendly (15): Dereham vs Dereham II Referee. [Accept](#) or [Decline](#)

VENUE: Dereham , Moorgate Road, Dereham, Norfolk, NR19 1NT - [Google Map](#)

### DIRECTIONS:

Under the bypass bridge, south green gardens, turn into moorgate road right to the end, park car we will welcome you

[Club website](#)

HOME CONTACT: Richard Dunsire Email: [r.dunsire84@googlemail.com](mailto:r.dunsire84@googlemail.com)

HOME CONTACT: Mark Brown. Tel.(W) 01362 692948 [markbrown@mrbis.com](mailto:markbrown@mrbis.com)

HOME COLOURS:purple

### INFORMATION FOR THIS FIXTURE:

Presidents game

For every notification, you must either [accept](#) or [decline](#) it by clicking the relevant link within the email. Your email may contain multiple appointments. If you have for example three notifications, the first line will read “You have three appointments” and then each individual appointment will start with “Appointment 1 of 3” then “Appointment 2 of 3” etc. You MUST [accept](#) or [decline](#) each individual appointment. If you only [accept](#) or [decline](#) the first notification attached to the email the others will remain unactioned and outstanding.

You can also view your appointments online by choosing Appointments from the menu:

17-09-2011			15:00	11	<a href="#">Wymondham II</a>	<a href="#">Beccles II</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Merit Table 1	
24-09-2011			15:00	10	<a href="#">Swaffham</a>	<a href="#">Dereham</a>	<a href="#">You (Referee Assessor)</a>	Eastern Counties 2	
01-10-2011			15:00	9	<a href="#">Southwold</a>	<a href="#">Mersea Island</a>	<a href="#">You (Referee Assessor)</a>	Eastern Counties 1	
15-10-2011			15:00	10	<a href="#">Dereham</a>	<a href="#">Norwich Medics</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Junior Cup	
15-10-2011			15:00	10	<a href="#">Swaffham</a>	<a href="#">Lakenham Hewett</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Junior Cup	
16-10-2011			11:00	0	<a href="#">Swaffham U16</a>	<a href="#">Newmarket</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Youth U16 Fixtures	
22-10-2011			15:00	9	<a href="#">West Norfolk</a>	<a href="#">Woodbridge</a>	<a href="#">You (Referee Assessor)</a>	Eastern Counties 1	
29-10-2011			15:00	10	<a href="#">Dereham</a>	<a href="#">Felixstowe</a>	<a href="#">You (Referee Assessor)</a>	Eastern Counties 2	
30-10-2011			00:00	15	<a href="#">Lakenham Girls U15</a>	<a href="#">Thurrock Chicks U15 Girls</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Girls U15 Fixture	-
30-10-2011			14:30	10	<a href="#">Wymondham Ladies</a>	<a href="#">Wellingborough Ladies</a>	<a href="#">You (Referee)</a>	RFUW NC South East North 2	
06-11-2011			00:00	10	<a href="#">Wymondham U17</a>	<a href="#">Diss U17</a>	<a href="#">You (AR 1)</a>	Eastern Counties Youth Cup	
12-11-2011			14:15	11	<a href="#">West Norfolk II</a>	<a href="#">Wisbech II</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Merit Table 1	
13-11-2011			14:30	9	<a href="#">Lakenham Ladies</a>	<a href="#">Moseley Ladies</a>	<a href="#">You (Referee)</a>	RFUW Championship Midlands 2	
13-11-2011			11:00	0	<a href="#">Norwich U17</a>	<a href="#">Ipswich U17</a>	<a href="#">You (AR 2)</a>	Norfolk County Youth U17 Cup	
19-11-2011			11:00	10	<a href="#">Norwich School II</a>	<a href="#">Perse School II</a>	<a href="#">You (Referee)</a>	Norfolk School Fixture	
26-11-2011			14:15	9	<a href="#">Wymondham College II</a>	<a href="#">Framlingham College U15</a>	<a href="#">You (Referee Assessor)</a>	Norfolk School Fixture	
27-11-2011			11:00	0	<a href="#">Norwich U17</a>	<a href="#">Bury St Edmunds U17</a>	<a href="#">You (AR 1)</a>	Norfolk County Youth U17 Cup	
03-12-2011			14:15	12	<a href="#">Dereham</a>	<a href="#">Swaffham II</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Friendly	
10-12-2011			14:15	13	<a href="#">Diss IV</a>	<a href="#">Lowestoft &amp; Yarmouth III</a>	<a href="#">You (Referee)</a>	Norfolk Merit Table 3	
10-12-2011			14:15	10	<a href="#">Dereham</a>	<a href="#">Thetford</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Friendly	
07-01-2012			14:15	12	<a href="#">Lakenham Hewett</a>	<a href="#">Holt III</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Merit Table 2	
21-01-2012			14:15	11	<a href="#">Holt III</a>	<a href="#">Dereham</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Friendly	
22-01-2012			11:00	10	<a href="#">Wymondham U15</a>	<a href="#">Diss U15</a>	<a href="#">You (Referee)</a>	Norfolk County Youth U15 Cup	
12-02-2012			14:00	0	<a href="#">Essex Youth</a>	<a href="#">Middlesex Youth</a>	<a href="#">You (AR 1)</a>	county Youth games	
18-02-2012			14:15	11	<a href="#">Norwich III</a>	<a href="#">Beccles II</a>	<a href="#">You (Referee)</a>	Norfolk Friendly	

The games with a red cross are those that I have declined.

By viewing any future appointment online, you can either **accept** or **decline** it.

#### Appointments - View

From date:	Team: All teams	Month: All months	Official: (all) Brown, Mark (Norfolk)	Show others: <input type="checkbox"/>
To date:	Competition: All competitions	Type: All contact types	Organisation: (all) Norfolk	
				Find Reset



To accept this appointment, click [HERE](#).

To decline this game, click [HERE](#).

[Click to accept this appointment](#)

Fixture: [12-05-2012 15:00 - 17:00 Norfolk Friendly](#)

Match: [Dereham vs Dereham II](#) [Directions](#)

Official: [You as Referee](#)

Appointer: [You](#)

Anonymous: **X**

Notify home team: **X**

Notify away team: **X**

Notify official: **✓**

Cannot decline: **X**

If you choose to decline the appointment, then you will be expected to input a reason why you are declining it. This information will be emailed back to the person who appointed you. You also have the option to make yourself unavailable on the date of the appointment that you are declining. You cannot decline an appointment within two days of it taking place – in this situation, you would need to manually contact your appointer and he would decline it on your behalf.

#### Appointments - View

From date:	Team: All teams	Month: All months	Official: (all) Brown, Mark (Norfolk)	Show others: <input type="checkbox"/>
To date:	Competition: All competitions	Type: All contact types	Organisation: (all) Norfolk	
				Find Reset



This appointment is not yet declined. Please provide your reason for declining.

Specify reason:

Have to go shopping

Do you wish to make yourself unavailable on this date: ☒

[Decline](#)

**The following pages are subject to your organisation subscribing to these features.**

## **Reports**

Assessment/Coaching reports can be managed using WTR.

If you are an observer, then after a game to which you have been appointed, an icon will appear next to your name, which you should click in order to start the observers report:

<a href="#">17-03-2012</a>	<a href="#">Norfolk Merit Table 2</a>	15:00	12	<a href="#">Norwich III</a>	<a href="#">Lowestoft &amp; Yarmouth II</a>	<a href="#">Ref: Nicholas Craig.</a> <a href="#">Ass: Kevin Ivins.</a> 
----------------------------	---------------------------------------	-------	----	-----------------------------	---	---

At the bottom of every form is an option to finalise the form. If you wish to save a draft version, then do not tick this box, instead just click save.

Thank you for completing this form.

You may save the report as a draft and return later for additional editing. To do this, click the SAVE button below (disc with green tick) without ticking Final Version. To continue editing, follow the same procedure as you used for getting to this stage.

Final version: (no more updates) ☐



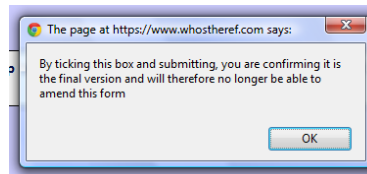
The icon to access the draft form will then change to an editing icon:



You can re-edit the form as many times as you wish (although please access the form via the icon rather than clicking the Back button on your browser).

When you are ready to save the final version, click the "Final version" tickbox – you will be prompted "are you sure", then click Save.

Final version: (no more updates) ☒



(A phone app will soon be available for some reports, making it even easier to complete your report straight after the game.)

An email will then be sent to the match official and any nominated users (for example the Performance Manager) to notify them that the report has been submitted.

Only users with the relevant permissions can view reports.

Once the final version is saved, Officials will see the "finished report icon" against their name on the fixture:


<a href="#">17-03-2012</a>	<a href="#">Norfolk Merit Table 2</a>	15:00	12	<a href="#">Norwich III</a>	<a href="#">Lowestoft &amp; Yarmouth II</a>	<a href="#">Ref: Nicholas Craig.</a> <a href="#">Ass: Kevin Ivins.</a> 
----------------------------	---------------------------------------	-------	----	-----------------------------	---	---

The match official just needs to click this icon to view the report online.




## Match Officials Own Reports

Some organisations will have reports that the match official himself needs to complete. When you view such fixtures, an appropriate icon(s) will appear in the far column that represents the type of form you can complete. Moving the mouse over the icon will give a description of the report, which might be for example, red card, match official abuse form, self assessment etc.

Date*	Action	Competition	Time	Level	Home	Away	Score/App Reg	Appointments
<a href="#">24-08-2013</a>		<a href="#">RBS National League</a>	15:00	3	<a href="#">Kelso</a>	<a href="#">Selkirk</a>	<a href="#">27 - 24</a>	<div>Ref: <a href="#">Neil Muir</a>  SA-P/A +</div> <div>AR 1: <a href="#">David Crudge</a></div> <div>AR 2: <a href="#">John Hawryluk</a></div> <div>Coach: <a href="#">Charles Adams</a> </div> <div>Asst Ref Coach: <a href="#">John Montgomery</a></div>

Here we see that Neil has completed a Self Assessment (SA), the coach has completed a PA form, and Neil can click the  icon to create a feedback report on the coach.

In addition, further reports are available by clicking the + symbol next to the PA icon, this would produce:

Date*	Action	Competition	Time	Level	Home	Away	Score/App Reg	Appointments
<a href="#">24-08-2013</a>		<a href="#">RBS National League</a>	15:00	3	<a href="#">Kelso</a>	<a href="#">Selkirk</a>	<a href="#">27 - 24</a>	<div>Ref: <a href="#">Neil Muir</a>  P/A +</div> <div>AR 1: <a href="#">David Crudge</a></div> <div>AR 2: <a href="#">John Hawryluk</a></div> <div>Coach: <a href="#">Charles Adams</a> </div> <div>Asst Ref Coach: <a href="#">John Montgomery</a></div>

Important note: The actual forms available to you depend upon your organisation's preferences.

The information entered into these forms is only available to those users who are granted specific permission to do so.




## Expense Claims (if a subscriber)




After attendance at each appointment, you should use WTR to record your expenses information. Go to Appointments, and view your games. In the last column, there is an "Edit" link:

<a href="#">01-10-2011</a>	 	15:00	9	<a href="#">Southwold</a>	<a href="#">Mersea Island</a>	<a href="#">You (Referee Assessor)</a>	Eastern Counties 1	✓	 2 +	£39.76 <a href="#">Edit</a>
<a href="#">15-10-2011</a>	 	15:00	10	<a href="#">Dereham</a>	<a href="#">Norwich Medics</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Junior Cup	✓	 2 +	£0.00 <a href="#">Edit</a>
<a href="#">15-10-2011</a>	 	15:00	10	<a href="#">Swaffham</a>	<a href="#">Lakenham Hewett</a>	<a href="#">You (Referee Assessor)</a>	Norfolk Junior Cup	✓		CANCELLED 




This will take you to the Appointment record where you can record your claim:

### Appointments - Amend

**Fixture:** 03-03-2012 Norwich II, Watton  
**Contact type:** Referee Assessor  
**Contact:** [Mark Brown](#)  
**Not claiming:** ☐  
**Quickest route:** 39.4 (Return route from NR19 1LH to NR12 7BW) [Route](#)  
**Distance claimed:**   
**Fuel Claim £:**   
**Other expenses £:**   
**Total claim £:** 18.00  
**Other expenses/notes:**

If you are not going to make a claim, you should still record the mileage and other details, but also click "Not Claiming".

Some versions have an automatic distance calculator for validation.

Enter your actual distance, and the fuel claim will be calculated according to your allowed mileage rate.

You can enter other allowed expenses incurred, but you must describe these to assist the treasurer.

Periodically, at a time specified by your Treasurer, you can submit an expense claim by clicking the Expenses option on the menu:

All unclaimed appointments for Norfolk up to 12-05-2012 are shown below. Please check carefully to ensure they are accurate as changes cannot be made after submission. If you only wish to claim up to a specific date, then you may do so using the date below.

Restrict claim up to date:

12-05-2012

Official: Mark Brown. 24 appointments on this Expenses Claim from 23-07-2011 to 29-04-2012.

Date	Home	Away	Distance	Q'est	Rate	Fuel	Other	Total	Not claiming	Claiming
23-Jul	Southwold	Southwold II	0.0	99.4*	0.40	£0.00	£0.00	£ 0.00	<input type="checkbox"/>	
10-Sep	Dereham	Norwich II	10.0	2.8*	0.40	£4.00	£25.00	£ 0.00	£ 29.00	<input type="checkbox"/>
17-Sep	Wymondham II	Beccles II	24.0	24.0	0.40	£9.60	£0.00	£ 9.60	£ 0.00	<input checked="" type="checkbox"/>
24-Sep	Swaffham	Dereham	22.0	22.4*	0.40	£8.80	£0.00	£ 8.80	£ 0.00	<input checked="" type="checkbox"/>
01-Oct	Southwold	Mersea Island	99.4	99.4	0.40	£39.76	£0.00	£ 39.76	£ 0.00	<input checked="" type="checkbox"/>
15-Oct	Dereham	Norwich Medics	2.8	2.8	0.40	£1.12	£0.00	£ 0.00	£ 1.12	<input type="checkbox"/>
16-Oct	Swaffham U16	Newmarket	22.4	22.4	0.40	£8.96	£0.00	£ 8.96	£ 0.00	<input checked="" type="checkbox"/>
22-Oct	West Norfolk	Woodbridge	0.0	65.2*	0.40	£0.00	£0.00	£ 0.00	£ 0.00	<input type="checkbox"/>
29-Oct	Dereham	Felixstowe	2.8	2.8	0.40	£1.12	£0.00	£ 0.00	£ 1.12	<input type="checkbox"/>
30-Oct	Wymondham Ladies	Wellingborough Ladies	24.0	24.0	0.40	£9.60	£0.00	£ 9.60	£ 0.00	<input checked="" type="checkbox"/>
06-Nov	Wymondham U17	Diss U17	24.0	24.0	0.40	£9.60	£0.00	£ 9.60	£ 0.00	<input checked="" type="checkbox"/>
12-Nov	West Norfolk II	Wisbech II	65.2	65.2	0.40	£26.08	£0.00	£ 26.08	£ 0.00	<input checked="" type="checkbox"/>
13-Nov	Norwich U17	Ipswich U17	39.4	39.4	0.40	£15.76	£0.00	£ 15.76	£ 0.00	<input checked="" type="checkbox"/>
26-Nov	Wymondham College II	Framlingham College U15	30.0	24.6*	0.40	£12.00	£0.00	£ 12.00	£ 0.00	<input checked="" type="checkbox"/>
03-Dec	Dereham	Swaffham II	5.0	2.8*	0.40	£2.00	£5.00	£ 0.00	£ 7.00	<input type="checkbox"/>
10-Dec	Diss IV	Lowestoft & Yarmouth III	58.0	58.0	0.40	£23.20	£0.00	£ 23.20	£ 0.00	<input checked="" type="checkbox"/>
07-Jan	Lakenham Hewett	Holt III	42.0	42.0	0.40	£16.80	£0.00	£ 16.80	£ 0.00	<input checked="" type="checkbox"/>
21-Jan	Holt III	Dereham	52.6	52.6	0.40	£21.04	£0.00	£ 21.04	£ 0.00	<input checked="" type="checkbox"/>
12-Feb	Essex Youth	Middlesex Youth	0.0	198.8*	0.40	£0.00	£0.00	£ 0.00	£ 0.00	<input type="checkbox"/>
Eton Manor										
25-Feb	Dereham	Holt II	0.0	2.8*	0.40	£0.00	£0.00	£ 0.00	£ 0.00	<input type="checkbox"/>
03-Mar	Norwich II	Watton	45.0	39.4*	0.40	£18.00	£0.00	£ 18.00	£ 0.00	<input checked="" type="checkbox"/>
24-Mar	West Norfolk II	Sleaford II	65.2	65.2	0.40	£26.08	£0.00	£ 26.08	£ 0.00	<input checked="" type="checkbox"/>
14-Apr	Crusaders	Ely	30.8	30.8	0.40	£12.32	£0.00	£ 12.32	£ 0.00	<input checked="" type="checkbox"/>
29-Apr	Diss	North Walsham	170.0	58.0*	0.40	£68.00	£0.00	£ 68.00	£ 0.00	<input checked="" type="checkbox"/>
Totals						£333.84	£30.00	£325.60	£38.24	

By submitting this claim I am confirming that this is a true record of my expenses incurred in attending the above games and that I am entitled to make such a claim.

You should check this information is accurate, as it will become your official claim form.

If there are appointments for which you choose not to claim, you can still un-tick the right-most column. Such games are showing as coloured.

When you click the Submit button, the information is emailed to your Treasurer, and a copy of the email is also sent to yourself.

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