OCIANERS NAME:

MONTH:

Referrer:

CHILD/REN(S) NAME:

How many times?

Have you seen the child this month: YES/NO

If NO, what was the reason for this?

Have you any concerns or problems you would like to discuss? YES/NO (if yes please detail)

Approximately how many hours did you spend with the child this month?\_\_\_\_\_Hours

What did you and the child do together this month? (please detail)

2nd OUTING – DATE: \_\_\_\_\_\_\_\_\_\_  
ACTIVITY

Did the child enjoy this activity yes/no if yes why?

1st OUTING – DATE: \_\_\_\_\_\_\_\_\_\_  
ACTIVITY

Did the child enjoy this activity yes/no if yes why?

Have you had contact with the **referrer** recently? YES/NO (if yes, please detail)

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*  
**EXPENSE CLAIM FORM**

REF: VOL-

**Please download, complete and forward to the office with your receipts. It is part of your commitment to return this form on a monthly basis. Please complete and write DONATION if not claiming)**

MONTH:

NAME:

Outing/Entertainment/Food(details & cost)

Outing/Entertainment/Food (details & cost)

DATE:

:

TOTAL:

:

DATE:

:

TOTAL:

:

TOTAL CLAIM:

GIFT (details & cost)

DATE:

:

TOTAL: 

:

Travel (details & cost)

Travel (details & cost)

TOTAL:

:

DATE:

: