



Expenses rules and guidelines.

In order for VR Motorsport to pay any expenses we need to follow a few rules, we have devised a scheme that allows VR Motorsport to be fair to those giving up their time and also be sustainable for what is still a very small motorsport company. At the same time also allowing simple administration following HMRC guidelines.

Expenses should be submitted on an event by event basis and not left until the end of the year.

Travel UK

Milage, we have set our contribution at 0.33p per mile excluding the first 25 miles from home (50 miles round trip) to a this is not the max or the minimum allowed by HMRC.

The journey is defined as the distance from your home (Start point) to the relevant circuit at which we are racing, and the return home again as defined by Google maps

Food

You are sometimes expected to travel in the afternoon or evening of the set-up day, we have allowed up to £10.00 pp contribution to allow you to get some sustenance on route, with submitted receipt. During the race meeting VR will provide FOC food and soft drinks to team members. It is assumed you will eat before leaving the circuit.

Hotels

If it is required for you to stay in a hotel VR will cover the cost. Booking and paying in advance. If this is not possible you may under some circumstances be asked to pay the bill and claim it back through your expenses, this will require you to keep all receipts.

International Travel

This part of the document is under construction.