

WBU TD Fee Guidelines (2018)

Basic session fees

National TD £46.00 Senior Congress £42.00 Congress TD £38.00 Area TD £36.00 Club TD £30.00

In Charge Fee

Per session £ 3.50

Enhanced Sessions

Basic fee times 1.25

For sessions of more than 28 boards.

Set-Up & Take Down

Per event

£ 10.00 Set-up Take-down £ 10.00

Set-up tables, chairs etc - not just handing out stationery.

Lunch and dinner expenses

Per day

Lunch £ 7.00 Dinner £18.00

(Not applicable if a meal is provided) Receipts required

Travel expenses

All events 35 pence per mile

(Not applicable if in TDs home town)

WBU Website:

http://welshbridgeunion.org

Phone for rulings:

D.Stevenson: 0151 6777412 Anne.Jones: 029 206 51407

Tournament Directors Expenses Claim Form	
Section 'A' : Actual Claim	
NAME	
EVENT	
EVENT DATE	
FEES £	
SET-UP & TAKE-DOWN £	
TRAVEL £	
MEALS ALLOWANCE £	
SUNDRY EXPENSES £	
TOTAL CLAIMED	
Section 'B': Details of the Claim	
Number of Sessions claimed Rate per session	
TOTAL £	
Set-up fee claimed Take-down fee claimed	
TOTAL £	
Mode of travel (train/car etc)	

Miles Travelled

If car, please provide details

Sundry expense details:

Pence per Mile

TOTAL

£



WELSH BRIDGE UNION TOURNAMENT DIRECTORS

- Summary of fees and expenses: January 2018 Introduction

This summary is dated 2018, and will be reviewed annually.

Started in 2017, there is now a box on this Claim Form to be signed to acknowledge your tax responsibilities. Please help us to keep expenses in the proper financial year by only using a form with the correct year on the front. Payment will only be made against a fully completed claim form copies of which may be downloaded from the WBU website.

Summary of fees and expenses

National	£46.00/session	In-charge bonus	£3.50/session			
Senior	£42.00/session	Set-up bonus	£10.00/event			
Congress	£38.00/session	Take-down bonus	£10.00/event			
Area	£36.00/session	Travel	35p/mile			
Club/Trainee	£30.00/session	Lunch £7.00	Dinner £18.00			

Caddies & BBO operators payment according to prior agreement with the organiser.

Lunch and dinner arrangements

These are normally self-evident. At some events lunch and/or dinner is provided by the organisers. On those occasions no claim may be made.

Where no meals are provided dinner may be claimed whenever the finishing time of play is later than 6.00pm, or the event has more than 56 boards on the day in question.

Basic principles

A session is based on 28 boards being played. Enhanced Sessions of more than 28 boards attract the basic fee times 1.25.

Setup and takedown bonuses are paid for arriving early at the start of an event or staying late at the end. They are not normally paid to those who are not there at the start or end, or do not set up tables, chairs etc..

Special Cases

There are now very few cases that merit special treatment, since virtually all events with pre-dealt boards and Bridgemate scoring, involve similar amounts of work in each session.

However, setting up for events with screens is significantly harder and more timeconsuming than for other events, and TDs may negotiate a reasonable extra fee with the organiser, depending on how much extra work is involved.

Mileage will not be paid when the event is local to the TDs home.

I acknowledge my responsibility for any	/
tax liability incurred from this payment.	

Signed		