



## DISCLOSURE FORM FOR REIMBURSEMENT OF TOURNAMENT EXPENSES

(FILE THIS APPLICATION WITH YOUR STATE OR  
REGIONAL GOLF ASSOCIATION AFTER THE COMPETITION)

**Instructions:** An amateur golfer may accept up to \$300 in actual expenses for a competition directly from an outside source. If the expenses exceed \$300, the player must request for the expense reimbursement to be paid through the State or Regional Golf Association. The outside source paying expense money over \$300 must forward the money with the appropriate form to the golf association who will then reimburse the expenses to the amateur. The amateur must complete the appropriate expense report and attach receipts proving the actual expenses incurred.

The following items are deemed to be tournament expenses:

1. Round Trip Transportation/Travel
2. Accommodation/Lodging
3. Meals/Refreshments
4. Entry Fee
5. Caddie/Cart Fees
6. Practice Range/Practice Round Fees

Junior golfers are not required to apply for expenses to competitions limited exclusively to junior golfers.

**Players must be aware that Rule 6-2, Lending Name or Likeness, applies.**

The player must not allow the source of expense money to use his name or likeness in any form of advertising, nor must the player advertise the source of the expense money.



## DISCLOSURE FORM

Date \_\_\_\_\_

Full Name of Player \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Name of the competition for which expenses are being disclosed:

\_\_\_\_\_

Date of Competition \_\_\_\_\_

Amount of expenses disclosed: \$ \_\_\_\_\_

(Complete expense report for all expenses)

### **Expense Report**

(Attach Receipts Where Available)

| <u>Expenses</u>  | <u>Amount</u>           |
|--|-------------------------|
| Roundtrip Airfare -                                    | _____                   |
| Personal car use -<br><i>(as per current IRS rate)</i> | _____                   |
| Accommodation/Lodging -                                | _____                   |
| Meals/Refreshments -                                   | _____                   |
| Entry Fee -  | _____                   |
| Caddie/Cart Fees -                                     | _____                   |
| Practice Range/<br>Practice Round Fees -               | _____                   |
|  | \$ _____ Total Expenses |