



# TRAVEL EXPENSES DECLARATION FORM

## Instructions to applicant

This form must be completed and filed with the Victims of Crime Assistance Tribunal where an applicant is seeking reimbursement of travel expenses, together with supporting documentation.

## 1. Application details

Applicant's name:

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Tribunal reference  
number:

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## 2. Details of travel expense claimed<sup>1</sup>

(Applicants should use the website <http://whereis.com> to calculate the distance in kilometres between destinations)

Date of Travel	Travel from: (Name and/or address of origin)	Travel to: (Name and/or address of destination)	Total kilometres travelled	Rate per kilometre
Total kilometres travelled				
Total amount claimed				\$

## 4. Declaration

<sup>1</sup> The Tribunal will reimburse travel expenses incurred at a rate of 85 cents per kilometre or any increased per kilometre rate in accordance with "Cents per kilometre method" rate set by the Australia Taxation Office (ATO). The relevant per kilometre rate may be found at the ATO's website - <https://www.ato.gov.au/Business/Income-and-deductions-for-business/Deductions/Deductions-for-motor-vehicle-expenses/Cents-per-kilometre-method/>

I,

declare that the travel expenses claimed in section 2 of this form are for counselling and/or medical treatment I need as a result of the act of violence that is the subject of my application. The expenses were not incurred for any pre-existing injury, unrelated medical condition or any other purpose.

Signature of applicant/guardian

Print name

Date

NOTE: Under section 67 of the Victims of Crime Assistance Act 1996, it is an offence for a person to give false or misleading information about an application for assistance.