

**CAIS AM DREULIAU TEITHIO A CHYNHALIAETH – TRAVELLING & SUBSISTENCE CLAIM**

ENW/NAME:		MIS/MONTH:	
Cyfeiriad llawn / Full Postal Address:			

DYDDIAD DATE	O FROM	I TO	PWRPAS PURPOSE	MILLTIROEDD MILES	Cyfradd 35c/p <input type="checkbox"/> 40c/p <input type="checkbox"/>	Teithiwyd gyda <sup>1</sup> Travelled with <sup>1</sup>	PRYDAU <sup>2</sup> MEALS <sup>2</sup> £	DERBYNNEB? ✓ RECEIPT? ✓	CYFANSWM TOTAL £
					35c/p <input type="checkbox"/> 40c/p <input type="checkbox"/>			<input type="checkbox"/>	
					35c/p <input type="checkbox"/> 40c/p <input type="checkbox"/>			<input type="checkbox"/>	
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					35c/p <input type="checkbox"/> 40c/p <input type="checkbox"/>			<input type="checkbox"/>	
<b>Cyfanswm / Total</b>									

<sup>1</sup>Telir treuliau ar y gyfradd 35c y filltir os nad ydych yn hawlio 40c. Os ydych yn hawlio 40c yna nodwch enwau llawn eich cyd-deithiwyi

<sup>1</sup> Expenses will be paid at 35p per mile unless the higher rate of 40p is claimed. If claiming 40p then please indicate the full names of your travelling companions.

<sup>2</sup> DYLID AMGÁU DERBYNEBAU AR GYFER UNRHYW GEISIADAU HEBLAW AM FILLTIROEDD ER MWYN I'R GEISIADAU GAEL EU HYSTYRIED.

<sup>2</sup> RECEIPTS NEED TO BE ATTACHED FOR ALL CLAIMS OTHER THAN MILEAGE IN ORDER FOR THE CLAIM TO BE ADMISSABLE