Expenses and Travel policy

Adopted: 10 October 2026 · Basis: Bylaws Article 8

1. **Principle:** Officers are volunteers. Speedcubing Türkiye cannot cover every cost; a cost is reimbursed against receipts only if the Board approves it (Bylaws Article 8).
2. **Discuss first:** Anyone who wants a cost reimbursed discusses it with the Board before incurring it. If a cost was incurred without prior approval, the Board decides whether to reimburse it. Costs included in an approved competition budget (including organizer and WCA Delegate costs) need no separate Board approval; payment is made with the two approvals in Bylaws Article 8.
3. **Costs that may be covered:** Transporting equipment, competition supplies, printing, travel for a role (public transport or the most economical option), accommodation, food and drink while carrying out a role, and WCA Delegate costs included in a competition budget.
4. **Costs not covered:** Personal expenses, food, drink and accommodation costs not related to the role, alcoholic drinks and fines are not reimbursed.
5. **Claims:** Claims are made to the Treasurer, with receipts, within 30 days of the cost.
6. **Payment:** Approved claims are paid within 15 days. No one may approve their own claim (Bylaws Article 8).
7. **Accommodation:** If a role requires an overnight stay, approval is obtained in advance; reasonable, economical options are preferred.