



STEP UP PROGRAM

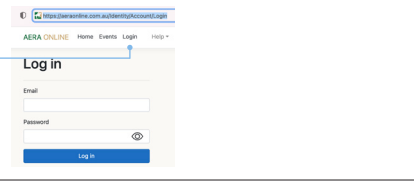
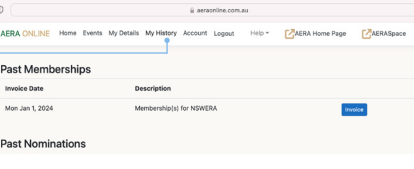
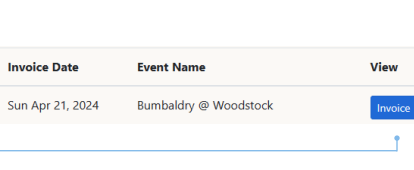
RIDE ENTRY FEE REIMBURSEMENT FORM

February 2025 V1.3

Complete this form after you have:

- 1) Emailed the Step Up Co-Ordinator, Celia Hodgson, to enrol in the Step Up Program
- 2) Completed a minimum of 80km (2x 40km) in Intermediate rides
- 3) Joined Endurance NSW as a full riding member, but are still a novice rider
- 4) Ridden in your first 80km ride in NSW

HOW TO CLAIM REIMBURSEMENT

Log into AERAonline	
Navigate to My History	
Click on View Invoice for the ride which you are claiming reimbursement	
<p>Save the downloaded file to a new file name on your computer or device, for example your name and the ride name. Complete the details below and save the file to a new file name on your computer or device, for example StepUp and your name. Email the saved form and the saved invoice to the Step Up Co-Ordinator: Celia Hodgson</p>	

RIDER DETAILS

Rider Name:	
Rider Endurance NSW Membership#:	
Rider Email:	
Rider Mobile Phone#:	

BANK DETAILS FOR REIMBURSEMENT (if you are repaying the horse owner for entry fee, provide owner's account details):

Account Name:		
BSB:		Account:
Office Use Date Paid:		

For assistance contact our Step Up Program Co-Ordinator
Celia Hodgson

