

**LOCATION/SCHOOL:**

## Boston Bar



EMPLOYEE NAME:	POSITION:
PERIOD FROM: TO:	DATE SUBMITTED:

DATE	ITEM/DESCRIPTION	GST	TOTAL
	• VEHICLE EXPENSE (Attach KM Log)	KM @ .53	0.00
	• EXPENSES FOR WORKSHOPS, CONFERENCES, SEMINARS, etc.		
	Activity:		
	Meals:		
	Accommodation:		
	Fares/Tolls:		
	Registration Fees:		
	Other Expenses:		
	** Receipts for expenses MUST BE attached.	TOTALS:	\$0.00
		\$0.00	\$0.00

**I certify that the above expenses were paid by me in the course of work for School District No. 78 (Fraser-Cascade) during the period indicated.**

Total Expenses:

**TOTAL CLAIM:**


**Employee Signature:**

**Supervisor Approval:**

Account Code:	Amount:

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Payment Approved

[illegible]**Travel Allowance (KM) - Return mileage from Boston Bar**

Abbotsford - 308	Agassiz - 202	Hope - 132	Burnaby/Coquitlam - 422
Chilliwack - 238	Harrison - 218	Richmond - 452	Silver Creek - 140
Spuzzum - 52	Vancouver - 452		

**NOTE:** Mileage will be paid at current approved rates according to Board Policy No. 6000.

Travel is to be calculated from and to the employee's normally assigned location.

**Please attach all receipts for transportation (other than kilometers), accomodation, meals and other expenses.**

Please indicate if you carpooled and list the names of the passengers.

