

# Expense Claim

**Name:** \_\_\_\_\_ **Nation:** \_\_\_\_\_

**Location of meeting:** Westin Bayshore - Vancouver BC **Circle One:** EDO/Land Manager

**Subject of meetings:** BC Links to Learning 2023

**Travelled from:** \_\_\_\_\_

	Tuesday	Wednesday	Thursday	Friday	
	31-Jan-23	1-Feb-23	2-Feb-23	3-Feb-23	
<b>MEALS:</b>					
Breakfast: 22.80		Included	Included		\$ _____
Lunch: 23.05		Included	Included		\$ _____
Dinner: 56.60					\$ _____
<b>TOTAL MEAL ALLOWANCE</b>					<b>Sub-total - Meals</b> \$ _____

<b>Kilometre rate:</b> BC - 56.5	<b>Airfare/Train</b> (receipts required)	\$ _____
	<b>Hotel</b> (receipts required - Westin Bayshore only)	\$ _____
	<b>Parking</b> (receipts required)	\$ _____
	<b>Taxi/Uber/Shuttle/Ferries</b> (receipts required)	\$ _____
	<b>Mileage:</b> 56.5 per/km x _____ kms =	\$ _____
<b>Total Claim</b>		<b>\$ _____</b>

**\*IMPORTANT\* Preferred Method of Payment**

**Circle One:** E-transfer/Cheque

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

\_\_\_\_\_  
Delegate Signature

\_\_\_\_\_  
Authorizing Officer (Cando)

Please submit expense claims via email to:  
Karrie Lazarowich  
**Email:** klazarowich@edo.ca  
**DEADLINE: February 28, 2023**

**NOTE: Maximum expense to be paid is \$900.**

**Please fill out this form if you attended Links to Learning only (February 1-2, 2023)**