Revised 08/03/01

TRAVEL & REPRESENTATION EXPENSES CLAIM FORM - ***FOR COMMISSIONERS ONLY*** "MINIMUM RATE"

NAME	Bill Pollock	JOB TITLE	Commissioner	MONTH	September, October
EMPLOYEE NO.				YEAR	2014

DATE (Mth/Dy/Yr) (AA/00/00)	LOCATION FROM	LOCATION TO	DESCRIPTION/ NATURE OF BUSINESS	GENERAL EXPENSES 302 TRAVEL Standing Committees KM	AMOUNT	302 MEALS #	COST	302 OTHER COST	PROFESSIONAL IMPROVEMENT 302 TRAVEL PIC KM	AMOUNT	812 CONFERENCES COST	302 LODGING #DAYS	AMOUNT	302 MEALS #	COST	302 OTHER COST
08/09/14	Home	Board office	Executive Committee	170	76.50											
10/09/14	Home	Board office	Corporate Committee	170	76.50											
17/09/14	Home	Board office	Council	170	76.50											
26/09/14	Home	ANSC	[illegible]	104	46.80											
30/09/14	Home	SAA	Governing Board	14	6.30										394.20	
25/10/14	Home	JHS	Graduation	248	111.60											
GRAND TOTAL			$ 394.20	876	$ 394.20		$ -	$ -		$ -	$ -		$ -		$ -	$ -

REÇU - RECEIVED
FINANCE
NOV 0 8 2014
C.S. SIR WILFRID LAURIER
SIR WILFRID LAURIER S.B.

2 8 2014
Initials

ENTERED NOV 1 3 2014

BUDGET CODES

TRAVEL	$ 394.20	203- 1- 51110 - 302
MEALS	$ -	203- 1- 51110 - 302
OTHER	$ -	203- 1- 51110 - 302
	xxx	
	xxx	
PIC - TRAVEL	$ -	203- 1- 55500 - 302
PIC-CONFERNCES	$ -	203- 1- 55500 - 812
PIC -LODGING	$ -	203- 1- 55500 - 302
PIC - MEALS	$ -	203- 1- 55500 - 302
PIC - OTHER	$ -	203- 1- 55500 - 302
*ADVANCE		000-1-01503-000
TOTAL	$ 394.20	-

IMPORTANT

1 - Attach original receipts to this form
2- The form must be signed by claimant and duly approved
3- Kilometres are calculated at $0.48/km for first 5 000 km and $0.46 for each additional kilometer as of March 1st, 2008

Do not write in this area

REC[redacted]

APP[redacted]

Note: If advance has been received and total is negative, this amount is to be reimbursed to the School Board.

travel expenses to October 2[redacted]