

NAME: Jacob Sandler

DATE: April 16, 2026

ADDRESS: [REDACTED]

PURPOSE OF CLAIM: ESS Assistance, Tahsis supply delivery and equipment assembly.

Date	Description of Expense (include from & to" for km's traveled)	Expenses \$ Amount	Kilometers Traveled			
			Paved	Unpaved		
April 7, 2026	Comox to Campbell River, to Tahsis, and return.		300	132		
FORMULAS - PLEASE LEAVE AS IS	SUB-TOTAL	\$	300	0	132	0
	RATE/KM	n/a	\$	0.73	\$	0.85
	TOTAL CLAIM	\$	\$	\$219	0	\$

(a) (b) (c)
(a+b+c)

TOTAL EXPENSES \$ \$331.20

Less Advance
Acct 01-3-000-649 \$ 000000

NET CLAIM \$ \$331.20

REFER TO STAFF TRAVEL POLICY FOR TRAVEL CLAIM EXPECTATIONS

- Commercial Accommodation => Actual Cost @ Gov't Rates
- Non-Commercial Accommodations => \$35/night
- Per Diem & Meal Allowance => \$125/day
Rate Breakdown:
Breakfast -> \$20
Lunch -> \$25
Dinner -> \$35
Incidentals -> \$45 (for trips in excess of 24 hrs only)
- All other expenses => Actual Cost

"I hereby request reimbursement of these expenses and certify that they were incurred as a result of travel on Strathcona Regional District business and that I will not be reimbursed for them by any other party."


SIGNATURE OF PERSON MAKING CLAIM

April 16, 2026
DATE

Approved for Payment	01-2-272-320 Account No. M362	Vendor No.
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