Strathcona REGIONAL DISTRICT

990 Cedar Street, Campbell River, BC, V9W 7Z8

STAFF EXPENSE CLAIM FORM
EXEMPT STAFF

NAME: Bailey Raga DATE: 12/05/2023

ADDRESS:

PURPOSE OF CLAIM: PUBLIC HEARING Bylaw No. 530 and 531 - DINNER

Date	Description of Expense (include "from" & "to" for km's traveled)	Expenses $ Amount	Kilometers Traveled Paved	Unpaved
12/04/2023	PUBLIC HEARING Bylaw No. 530 and 531 - DINNER	35.00		
FORMULAS - PLEASE LEAVE AS IS	SUB-TOTAL	$ 35	0	0
	RATE/KM	n/a	$ 0.68	$ 0.80
	TOTAL CLAIM	$ 35.00	$ 0.00	$ 0.00
		(a)	(b)	(c)

REFER TO STAFF TRAVEL POLICY FOR TRAVEL CLAIM EXPECTATIONS

1. **Commercial Accommodation => Actual Cost @ Gov't Rates**
2. **Non-Commercial Accommodations => $35/night**
3. **Per Diem & Meal Allowance => $125/day**

   Rate Breakdown:

   Breakfast -> $20

   Lunch -> $25

   Dinner -> $35

   Incidentals -> $45 (for trips in excess of 24 hrs only)
4. **All other expenses => Actual Cost**

	(a+b+c)
TOTAL EXPENSES	$ 35.00
Less Advance Acct 01-3-000-649	$
NET CLAIM	$ 35.00

"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 — DATE: 12/05/2023

Approved for Payment	Account No.	Vendor No.
Watson.	01-2-111-284	

Strathcona REGIONAL DISTRICT

990 Cedar Street, Campbell River, BC, V9W 7Z8

STAFF EXPENSE CLAIM FORM
EXEMPT STAFF

NAME: Bailey Raga DATE: 12/13/2023

ADDRESS:

PURPOSE OF CLAIM: Public Hearing - Bylaw 528 - Cortes - Lunch

Date	Description of Expense (include "from" & "to" for km's traveled)	Expenses $ Amount	Kilometers Traveled Paved	Unpaved
12/11/2023	Lunch - Public Hearing	25.00		
FORMULAS - PLEASE LEAVE AS IS	SUB-TOTAL	$ 25	0	0
	RATE/KM	n/a	$ 0.68	$ 0.80
	TOTAL CLAIM	$ 25.00	$ 0.00	$ 0.00
		(a)	(b)	(c)

(a+b+c)

TOTAL EXPENSES	$ 25.00
Less Advance Acct 01-3-000-649	$
NET CLAIM	$ 25.00

REFER TO STAFF TRAVEL POLICY FOR TRAVEL CLAIM EXPECTATIONS

1. **Commercial Accommodation => Actual Cost @ Gov't Rates**
2. **Non-Commercial Accommodations => $35/night**
3. **Per Diem & Meal Allowance => $125/day**

   Rate Breakdown:

   Breakfast -> $20

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   Incidentals -> $45 (for trips in excess of 24 hrs only)
4. **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 — DATE: Dec 13, 2023

Approved for Payment	dwatson	01-2-111-320 Account No.	Vendor No.