Strathcona
REGIONAL DISTRICT

301 - 990 Cedar Street Campbell River B.C. V9W 7Z8

STAFF EXPENSE CLAIM FORM

ADVANCE [ ] CLAIM [X]

NAME: B. Wasylin DATE: Ap 19, 2022.

Address: 990 Cedar Street.

Purpose of Claim: Padm 200.

DATE	DESCRIPTION OF EXPENSE	AMOUNT
Mar 10, 2022	Dinner	$35.00
Mar 11, 2022	Per Diem	$125.00
Mar 12, 2022	Per Diem.	$125.00
	TOTAL	$285.00

REFER TO STAFF TRAVEL POLICY FOR TRAVEL CLAIM EXPECTATIONS

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	$35/night
3. Per Diem and Meal Allowance	$125/day
Rate breakdown	
Breakfast - $20	
Lunch - $25	
Dinner - $35	
Incidentals - $45 (for trips in excess of 24 hours only)	
4. All other expenses	Actual Cost

CARRY FORWARD OF EXPENSES (B)	$263.52
TOTAL EXPENSES (A + B)	$548.52
LESS ADVANCE ACCOUNT No. 01-3-000-649	
NET CLAIM	$548.52

"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

Ap 19, 2022.
DATE

APPROVED FOR PAYMENT	ACCOUNT No.	VENDOR No.
dwatson	01-2-111-320	

Staff front

Strathcona
REGIONAL DISTRICT

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EXPENSES

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved (A)	Distance on Unpaved (B)
Mar 10, 2022	CR.	Cow. Bay	Padm 200	216.	
Mar 12	Cow Bay	CR	Padm 200	216	