



## Employee Expense Claim Form

Meal Allowances:  
Breakfast \$15.00, Lunch \$20.00., Dinner \$35.00

Revised October 2, 2015

Attach Original detailed Receipts for all purchases

Mileage rates .54 km @ January 1, 2013  
over 5000 kms mileage rate @ .47 km

Date	Meeting/Event	Kms.	Mileage Amount	Meals	Hotel	Other	Gst	Total incl. Gst	G/L Account
Jan 14, 2017	ASBA Bargaining Boot Camp Parking	76	41.04					41.04	
Feb 4, 2017	Catholic Community Conversation	72	38.88			20.00		38.88	
Feb 10, 2017	Partners in Education ATA LUNCH	76	41.04					41.04	
<b>Totals</b>								140.96 ✓	

TED PASZEK

**Employee Name and Location**  
(Please Print)

J. Paszek

**Employee Signature**

Feb. 15, 2017

**Date**

[Signature]

**Supervisor's Approval**

Feb 15 / 2017

**Date**

RECEIPT    PARKING RECEIPT    PARKING RECEIPT    PARKING RECEIPT    PARKING RECEIPT

**RECEIPT**

NO OUT PRIVILEGES  
LOT 32

Plate Number  
**FX5899**

Expiry Date/Time  
**06:00 PM**  
**JAN 19, 2017**

Purchase Date/Time: 06:19am Jan 19 2017  
Total Parking: \$19.05  
Total gst: \$0.95  
Total Due: \$20.00  
Total Paid: \$20.00  
Ticket #: 77006110  
SN #: 50102210401  
Setting: Lot 32  
Mach Name: Meter 2

Rate: \$20 - Early bird  
Payment Type: Card

Auth #: 01172B  
GST #887315638RT0006