



Employee Expense Claim Form

Revised October 2, 2015

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

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	Explanation if needed
Jan. 15, 2018	ASBA Winter Leadership Academy	56.4	\$ 30.46					\$30.46	16615 109 Ave NW, Edmonton
Jan. 16, 2018	ASBA Winter Leadership Academy	56.4	\$ 30.46					\$30.46	16615 109 Ave NW, Edmonton
Feb. 5, 2018	Dinner Meeting w/Estefania Cortes-Vargas (MLA for Strathcona-Sherwood Park)		\$ -	35.00				\$35.00	
Apr. 26, 2018	Travel to Kanaskis (SPICE Retreat)	409.0	\$ 220.86					\$220.86	
Apr. 26, 2018	Lunch		\$ -	20.00				\$20.00	
Apr. 29, 2018	Travel from Kanaskis (SPICE Retreat)	398.0	\$ 214.92					\$214.92	
Apr. 29, 2018	Breakfast		\$ -	15.00				\$15.00	
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Totals		919.8	496.69	70.00	-	-	-	\$566.70	

Le-Ann Ewaskiw - Sherwood Park

Employee Name and Location
(Please Print)

L. Ewaskiw
Employee Signature

May 2, 2018
Date

[Signature]
Supervisor's Approval

May 10/2018
Date