Expense Claim Form for Parkland Teachers’ Local 10

Cheque Payable to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Home** Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School you work at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Submitted Cheque #**\_\_\_\_\_\_**

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| Date of Event | Expense Code | Purpose/Event/Invoice # | Kilometers @ 0.65 | Amount |  |
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| Signature X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  |
| Date: | **TOTAL** |  |  |

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| 5010 ARA5020 Summer Conf5030 Convention5050 LocAdmin Supplies5060 LocAdmin Postage5070 LocAdmin Printing5080 LocAdmin Telephone5090 LocAdmin Mileage5100 LocAdmin Clerical5110 LocAdmin Pres Release5120 LocAdmin Meals5130 LocAdmin Other5135 Political Involvement5140 LocAdmin Rent5145 LocAdmin Office Cleaning  | 5150 LocalAdmin Insurance 5340 Comm/Pub-News5160 LocAdmin Gen Mtgs BUGM/AGM 5360 Comm/Pub-Ads **5170 LocCouncil Mileage** 5361 Comm/Pub-Other5180 LocCouncil Meals 5365 Comm/Pub-Other5185 Loc Council Prizes/Flowers 5368 Comm/Pub – Trade Fair5190 Exec/Division TBAC 5370 Donations-Scholarship5200 Honorarium 5371 Donations-Condolences5210 Sal Neg-TW 5375 Donations – ATA Trust5220 Sal Neg-Mileage 5380 Miscellaneous5230 Sal Neg-NSC 5390 Depreciation5240 Sal Neg-TWAC 5400 Social Committee5250 Sal Neg-Other 5450 Subst Committee5260 Audit 5500 C2 Committee5280 Prof Del Committee 5600 Teacherage – Heritage 5320 Prof Del PLC 5700 DEHR   |   |
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