

Expense Claim

Name: _____	Community: _____
Location of meeting: Grey Eagle Resort - Tsuut'ina AB	Circle One: EDO/Land Manager
Subject of meetings: AB Links to Learning 2023	
Travelled from: _____	

		Monday	Tuesday	Wednesday	Thursday	
		27-Nov-23	28-Nov-23	29-Nov-23	30-Nov-23	
MEALS:						
Breakfast	24.35		Included	Included		\$ _____
Lunch	24.65		Included	Included		\$ _____
Dinner	60.45					\$ _____

Kilometre rate: AB-53.0	Airfare/Baggage Fees (receipts required) \$ _____ Hotel (receipts required - Grey Eagle Resort only) \$ _____ Parking (receipts required) \$ _____ Taxi/Uber (receipts required) \$ _____ Mileage: 53 cents per/km x _____ kms = \$ _____	
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Total Claim \$ _____

***IMPORTANT* Preferred Method of Payment**

Circle One: E-transfer/EFT (provide banking info)/Cheque (if choosing EFT please complete back of page)

Payable to: _____	_____
Mailing Address: _____	Delegate Signature _____
_____	_____
Email Address: _____	Authorizing Officer (Cando) _____

Please submit expense claims via email to:

Karrie Lazarowich

Email: klazarowich@edo.ca

DEADLINE: January 12, 2024

Please use this form if attending the Links to Learning from November 28-29, 2023.
November 27 and November 30 are travel days.

Direct Deposit/Electronic Funds Transfer (EFT)

Please complete all sections and attach a copy of a void cheque or a copy of your bank account direct deposit form.

Institution Code (3 digits) _____

Transit No. (5 digits) _____

Account No. _____

Participant Name: _____

Signature: _____

Date: _____