



NLCSA
NORTHERN LAKES COLLEGE
STUDENTS' ASSOCIATION

Expense Claim Form NLCSA Meetings 2018-2019

PLEASE PRINT CLEARLY AND FILL OUT ALL AREAS IN FULL

MEETING COMMENCES AT 9:00 AM. EXPENSE CLAIM MUST BE FILLED OUT IN FULL, 3 BUSINESS DAYS BEFORE PAYMENT CAN BE ISSUED AT MEETING. CLAIM FORM MUST BE EMAILED BACK FROM STUDENT EMAIL AND FILLED IN FULL FOR PAYMENT.
PLEASE NOTE: THERE ARE NO ELECTRONIC TRANSFER PAYMENTS

sa@northernlakescollege.ca

CELL: 780-843-5667

FULL NAME:

FULL MAILING ADDRESS:

CAMPUS:

NAME OF MEETING: NLCSA

DATE OF MEETING: NOVEMBER 21, 2018

LOCATION OF MEETING: GROUARD CAMPUS E111 MEET ME LINE #3367

HONORARIUM NLCSA: \$80.00

TOTAL \$_____ \$80.00_

TRAVEL FROM WHICH CAMPUS: _____ to _____

KILOMETERS TRAVELLED _____ x **(\$0.40)** \$_____

SUBTOTAL \$_____

TOTAL (HONORARIUM + TRAVEL) \$_____

ACCOMODATIONS NEEDED? (300 OR MORE km's ONE-WAY TRAVEL)

CIRCLE YES OR NO

ALL ROOMS ARE NON-SMOKING.



PLEASE NOTE: THE ACCOMMODATIONS COME OUT OF NLCSA FUNDS, IN THE EVENT OF AN EMERGENCY OR INABILITY TO KEEP TRAVEL PLANS CONTACT:

TREE GENOWISH 780-843-5667