

## CEU Expense Form (revised April 1, 2010)

Name:										
Reason For travel:										
<b>Air Travel</b> (Please enter outbound and inbound flights separately)										
Date	From	To			Cost					
							Total			
<b>Air Equivalent</b>										
Entitlement	Cranbrook	\$430	Ft St John	\$470	Kamloops	\$360	Kelowna	\$380		
	Nelson	\$420	Pr George	\$325	Terrace	\$470	Vernon	\$380		
Year/Make/Model Of Vehicle										
Date	From	To		KM Driven		Amount Claimed		Total		
<b>Other Transportation</b> (Taxi, Ferry, Bus, etc)										
Date	Type	From		To		Cost		Total		
<b>Miscellaneous Expenses</b>										
Date	Description						Amount		Total	
<b>Mileage</b> (\$0.52/KM)										
Year/Make/Model Of Vehicle										
Date	From	To		KM Driven		Amount Claimed		Total		
<b>Accommodations/Accommodation Equivalent</b>										
Date	Hotel Name Or Enter "Hotel Equivalent"					Amount Claimed		Total		
<b>Meals/Incidental</b> (Breakfast \$13.00; Lunch \$15.00; Dinner \$25.50; Incidental \$8.00)										
Date	Breakfast	Lunch	Dinner	Incidental	Total Claimed				Total	
Total Expenses										
Advances										
Owing (Due)										
Signature:										
Authorization:										