

Skate New Brunswick Expense Claim Form



Skate
Patinage
NB

Payee Information

Name:	
Address:	
Phone #:	
Email:	
Signature:	

Date:	
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Approved by:	
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Approved date:	
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Event (if applicable):	
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Expenses

Date	Description	Travel KMs	Travel Amount #5736	Meals #5737	Travel other #5736	Other
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			

Do you wish to donate a portion of your claim to a skating program? If so, indicate amount here:	\$0.00
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Total Claim	\$0.00
Less donation	\$0.00
TOTAL DUE TO PAYEE	\$0.00

Breakfast	\$15.00
Lunch	\$20.00
Supper	\$30.00
Mileage	\$0.52/km

	Please mail cheque
	Cheque will be picked up

<p>Travel Status (June 2025)</p> <p>In order to claim mileage, per diem and/or accommodations, a volunteer must be considered in Travel Status. Travel Status is defined to be a distance of 15 kilometers (one way) from the individual's starting point prior to the location of the event as approved by the Executive Committee</p> <p>Per diem may be covered should meals not be provided.</p>

Office use only

Date		GL	
Cheque		Fund	

July 2025