



**NORTHERN GATEWAY PUBLIC SCHOOLS**  
**BOX 840, WHITECOURT, AB T7S 1N8**  
**TRUSTEE EXPENSE CLAIM**

**NAME:**

DATE	DESCRIPTION	HOURS	HONORARIA	COMMITTEE CHAIR (\$60.00)	KILOMETREAGE				MEALS				OTHER		
					.525 PER KM	AMOUNT	.575 CAR POOL	AMOUNT	TOTAL	B(\$20.00)	L(\$25.00)	D(\$35.00)	TOTAL	ROOM	OTHER
	Communication Allowance														75.00
<b>TOTAL</b>															

**Honoraria Rates:**  
 \$60.00 - 1/4 of a full day constitutes up to and including 2 hours per meeting.  
 \$110.00 - 1/2 of a full day constitutes up to and including 4 hours per meeting.  
 \$170.00 - 3/4 of a full day constitutes up to and including 6 hours per meeting.  
 \$220.00 - 1 full day constitutes up to and including 8 hours per meeting.  
 \$280.00 - 1 and 1/4 of a full day constitutes up to and including 10 hours per meeting.  
 \$330.00 - 1 and 1/2 of a full day constitutes over 10 hours per meeting and is the maximum allowable claim per day.  
 Private Accommodation Allowance (without receipt) - \$50.00

**GRAND TOTAL**

I certify that the whole of the expenditure was incurred for Northern Gateway Public Schools and that amounts claimed have not previously been paid to me or on my behalf, nor have they been charged to Northern Gateway Public School's credit card.

**Trustee Signature**  **Date**  **Secretary-Treasurer Approval**  **Date**