



**SURREY TEACHERS' ASSOCIATION
EXPENSE VOUCHER**

ORIGINAL RECEIPTS MUST BE SUBMITTED.

Payable to: _____

Address: _____

City _____ Postal Code _____ Employee No _____

School: _____

Courier # _____

Expenses in conjunction with _____ Committee / Account

DATE	DETAILS	AMOUNT

Meals: breakfast: \$20.00 / lunch: \$25.00 / dinner: \$40.00

Reminder for STA Committee Chairperson: \$15.00 per person for snacks for in-person attendees at committee meetings.

Transportation: Automobile: \$0.68 per km

Carpooling: additional \$0.10 per passenger per km. List names: _____

FOR COMMITTEE CHAIRPERSON

Account#

Amount Approved:

Comment:

Signature:

Surrey Teachers' Association
201 - 9030 King George Boulevard, Surrey, V3V 7Y3
Telephone (604) 594-5353
Courier #000