



# Expense Voucher

Cheque no. \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_ Mail Code: \_\_\_\_\_  
 Signature: \_\_\_\_\_

Week Of Union Expense: \_\_\_\_\_ Reason for Union Expense: \_\_\_\_\_

Month: _____	Day: _____	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Total
Hourly Wages									
Per Diem—(Enter B, L or D)									
Parking—(Receipt Required)									
Taxi/Bus—(Receipt Required)									
Travel—Mileage— _____ km x .48 = _____									
Miscellaneous i.e. Hotels, etc.									

Authorized by: \_\_\_\_\_

In Province B—\$15.00 L—\$20.00 D—\$30.00 = \$65.00

Out of Province \$100.00 a day flat rate

Executive & General: ( In Winnipeg) L—\$20.00 D—\$30.00

**TOTAL** \_\_\_\_\_