

FACULTY & STAFF ASSOCIATION EXPENSE CLAIM

Date	Description	Lodging	Breakfast \$19.45/day	Lunch \$19.20/day	Dinner \$48.15/day	Incidentals \$17.30/day	Parking	Mileage \$0.515/Km Numeric Only	Other	Subtotal	Cost Code
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
										\$ -	
Total										\$ -	-

* Travel per diem documentation at <https://loop.bcit.ca/docs/DOC-8403>

Expense Claimant Name - Printed

Expense Claimant - Signature

Date

Approved By
Cheque #

Date
