District Director Travel Claim for attending Fairs

New for 2018:
Please include the following information: Date, Director Name, Kms, Fairs attended
Note: Please submit mileage for all Directors at the same time - only one cheque will be sent to the District. Please see the maximum per District at bottom of page.

DUE: Expense forms must be sent to the Office Manager by October 31, 2018

Submitted by: _____ District # _____

Address: _____

City: _____ Postal Code: _____

Date	Director Name	Total Kms	Fair	Total (Kms x $0.40km)
TOTAL PAYABLE				

Note: Travel expenses will be paid only after the District submits their District Director travel expenses on this form (Travel to home fair not covered)
Districts 9 & 14 - $500.00 maximum per District
Districts 1, 2, 3, 4, 6, 7, 8 & 13 - $1,000.00 maximum per District
Districts 11 & 12 - $1,200.00 maximum
Districts 15, - $1,300.00 maximum
Districts 5 & 10 - $1,400.00 maximum per District

Date Paid: _____ Cheque Number: _____ September 2018