

Classis Eastern Canada

Expense Claim Sheet

Travelling from _____ to _____

and return (2x) *total* _____ km at \$.45 per km. = \$ _____

Above travel for:

Classis Meetings Attendance ()

Committee Meetings ()

Church Visitation ()

Others _____ ()

Other Classical Expenses: _____

Meals (with receipts) _____

Phone Calls _____

Fax Expenses _____

Parking _____

Printing _____

Office Expenses _____

Other Expenses _____

Totals: _____

Please report dates of telephone calls, and for fax messages, report destination:

Name _____

Cheque No: _____

Address _____
