## IMPORTANT:

Expense Claim must be submitted to Division Office WITHIN TWO MONTHS from the end of the month the claim is for. Expenses submitted after this date will NOT be reimbursed.

ORIGINAL EXPENSE CLAIMS are required for payment. Copies, including forms sent via fax/email, will not be processed. BUS DRIVERS - Do NOT claim field trip expenses (claim on the applicable "Trip Report" form).

INTERNATIONAL STUDENT PROGRAM -- claim mileage/parking only: reimbursemen

102/06/05 Holal Spain GM Milego Pudit Committee  Dez/06/15 Milego Schol Tours  D22/06/23 Milego Schol Tours	162			353.56	353,56 259.84 93.96	16.22
102/06/08 Mileago Audit Committee 102/06/15 Mileago School Tours	162				93.96	
Dez/06/15 Mileage School Tours	162					
1,1,10					67.91	
	100		The Sale Section Street Control of Street	Charles House Habit	93.96	
	100				109.04	
960 km	<u> </u>	<u>58</u> =	- \$50	.,8 <u>0</u>	26.5	
original receipts for expenses claimed				TOTAL	9/02	
Lyle				TOTAL	1910.36	UQ.73