



# I.B.E.W. LOCAL 37 TRAINING TRUST FUND



<b>NAME</b>	<i>If you want your cheque mailed to your home, please provide mailing address.</i>
<b>WORK LOCATION</b> (Be Specific)	
<b>COURSE ATTENDED</b>	
<b>DATE SUBMITTED</b>	

EXPENSE DATE						TOTAL
<b>BRIEF DISCRIPTION</b>						
<b>Breakfast (\$10.00)</b> (NO receipt required)						\$0.00
<b>Lunch (\$14.00)</b> (NO receipt required)						\$0.00
<b>Supper (\$20.00)</b> (NO receipt required)						\$0.00
<b>Accommodations</b> (Receipts Required)						\$0.00
_____ Km @ .35¢						\$0.00

Travel From (start location):

To (destination):

* Other						\$0.00
* Other						\$0.00
* Other						\$0.00
<b>TOTAL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<u>\$0.00</u>

SIGNATURE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

\* The Training Trust will pay certain expenses to allow members to attend training courses and seminars. The fund covers the cost of the facility including accommodations, reference materials and instructor's fees. In most cases, lunch is provided and is not a claimable expense (exception - dietary restrictions which must be identified prior to the course). Allowable meal amounts are listed above. Only participants who bring their own vehicle to the training site will be reimbursed for mileage. Mileage reported is the actual distance travelled to and from training site from member's home. For rented vehicles, the cost is reimbursed in lieu of mileage (receipts must be submitted). Telephone calls are not reimbursed.