

Nishnawbe-Aski Legal Services Corporation

**Attention: Accounts Payable** 

138B Mission Road

Fort William First Nation, ON P7J 1K7 Tel: (807) 622-1413 Fax: (807) 622-3024

## **Travel Claims**

## 000388

Requested By	Date
Wilma Carpenter	2022-09-01

Budget Code	Destination
6005	Dryden
Depart Date	Fellow Travellers
2022-08-31	n/a
Return Date	Purpose of Travel
2022-08-31	Meet client to do a VIS

Description	Days	Total
Breakfast \$20.35 per day (Travel before 7:30 AM)		\$0.00
Lunch \$20.60 per day (Include only if not provided)		\$0.00
Dinner \$50.55 per day (Travel after 7:00 PM)	1	\$50.55
Incidentals (\$17.30)		\$0.00
Taxi (Receipts required)		\$34.00
Parking (Receipts required)		\$0.00
Private Accomm. \$50.00 per night (Receipts required)		\$0.00
Childcare \$35.00 per night 1st child - \$15.00 per night per nth child (Receipts required)		\$0.00
Mileage \$0.57 per km		\$108.30
Other (Receipts required)		\$0.00

Total	\$192.85
Less Advance	\$0.00
Owed to Traveller	\$192.85
Owed to NALSC	\$0.00

## Notes

There is no travel advance for this, worker found out while in Pickle Lake client was in Dryden

Also for the recent Expense Claim for Aug 29-31/2022 forget to include one taxi receipt. Used taxi as my vehicle was at home.

As for the Dryden trip, I let supervisor know that I had to go do a VIS with my client.

Mileage as per policy is: Sioux Lookout to Dryden (95x2x0.57 = 108.30)

Worker completed the required VIS with the client which took a little over an hour.

## **Authorized Signature**

Gillian Schaible