

Travel Claims

000875

| Requested By | Date |
|----------------|-------------------|
| Roberta Wesley | 2023-03-26 |
| | |
| Budget Code | Destination |
| 6005 | Ottawa |
| Depart Date | Fellow Travellers |
| 2023-03-17 | LAO Staff |
| Return Date | Purpose of Travel |
| 2023-03-27 | Training |

| Description | Days | Total |
|---|------|----------|
| Breakfast \$22.80 per day (Travel before 7:30 AM) | | \$159.60 |
| Lunch \$23.05 per day (Include only if not provided) | | \$161.35 |
| Dinner \$56.60 per day (Travel after 7:00 PM) | | \$396.20 |
| Incidentals (\$17.50) | | \$122.50 |
| Taxi (Receipts required) | | \$159.57 |
| Parking (Receipts required) | | \$109.25 |
| Private Accomm. \$50.00 per night (Receipts required) | | \$50.00 |
| Childcare \$35.00 per night 1st child - \$15.00 per night per nth child (Receipts required) | | \$0.00 |
| Mileage \$0.615 per km | | \$617.46 |
| Other (Receipts required) | | \$0.00 |

| Notes | |
|---------------------------------------|--|
| sent the uber receipt by text, Thanks | |
| | |
| Authorized Signature | |

Heather Baillie