

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**

## 001823

Requested By	Date
Melissa Carpenter	2024-03-12

Budget Code	Destination	
VWL 7001	Thunder Bay, ON	
Depart Date	Fellow Travellers	
2024-03-04		
Return Date	Purpose of Travel	
2024-03-08	VWL Training	

Description	Days	Total
Breakfast \$22.80 per day (Travel before 7:30 AM)	1	\$22.80
Lunch \$23.05 per day (Include only if not provided)	3	\$69.15
Dinner \$56.60 per day (Travel after 7:00 PM)	4	\$226.40
Incidentals (Overnight) (\$17.50)	4	\$70.00
Taxi (Receipts required)		\$0.00
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 \$0.615 per km		\$0.00
Other (Receipts required)		\$268.90

Total	\$657.25
Less Advance	\$365.30
Owed to Traveller	\$291.95
Owed to NALSC	\$0.00

## Notes

Gas receipts 179.68 - VWL 7001 laptop bag receipt 89.22 - VWL 7001

Received travel advance 000900 365.30. Manager submitted on behalf as HRIS was not yet set up. Please send the amount owing to Melissa Carpenter - Thank you

\*\*\*UPDATED TO ADD TRAVEL ADVANCE AMOUNT\*\*\* JC

## **Authorized Signature**

