

# Special Events (Educational Activities)

Please use one voucher for each school event



No: \_\_\_\_\_  
Book form available at the division office

Qualifies for Provincials (Excellence) \_\_\_\_\_ Yes

School: _____	Event: _____
Departure Date & Time: _____	Destination: _____
Return Date & Time: _____	Total Kilometres while transporting students: _____

<b>Transportation including cars, vans, contracted bus</b> , excluding division operated school buses. <b>Not to exceed Board approved rates</b>		<b>1-2-12-170-361-____-230</b>	
		<b>1-2-12-170-361-____-231</b>	
Name: _____	_____ km x	_____ = _____	
Address: _____	_____ rate	_____ = _____	
Name: _____	_____ km x	_____ = _____	
Address: _____	_____ rate	_____ = _____	
Name: _____	_____ km x	_____ = _____	
Address: _____	_____ rate	_____ = _____	
Name: _____	_____ km x	_____ = _____	
Address: _____	_____ rate	_____ = _____	

Approved Expenses other than Transportation: Crests, ribbons, ref fees, coaches' expenses, etc.		<b>1-2-12-170-361-____-230</b>	
Note: Expenses (except meals) must have invoices/receipts attached.		<b>1-2-12-170-361-____-231</b>	

Name _____	Meals: Brkfst__ Lunch __ Supper __ or daily rate of: _____		Total: _____
Address: _____	Lodging: _____		
	Other _____		
Name _____	Meals: Brkfst__ Lunch __ Supper __ or daily rate of: _____		Total: _____
Address: _____	Lodging: _____		
	Other _____		

I hereby certify that the above costs are correct:

	Date: _____	Principal's Signature: _____	
Excellence Fund only	Date: _____	Director's Signature: _____	_____