élections Québec

DGE-261-VA (18-01)

# Application for reimbursement of travel and meals expenses

| Last name | First name | Telephone |
|---|---|---|
| Address | | |
| Duties | Accompanied by | |

| Date | | Account details or remarks (Point of departure, stop and arrival) | Auto | Taxi or public transportation* | Parking and others* | Actual costs* or daily allowance (including tips and taxes) | | | | Miscellaneous* |
|---|---|---|---|---|---|---|---|---|---|---|
| Month | Day | | Kilometrage | | | Breakfast | Lunch | Dinner | Housing or hotel | |
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| | | | | | | | | | | |
| | | **Total kilometrage** | | | | | | | | |
| | | Kilometrage Rate x = | (A) | (B) | (C) | (D) | (E) | (F) | (G) | Miscellaneous |
| | | Signature of the person making the application Date | | | | Add D + E + F + G ▶ | | | | Stay |
| | | Official agent's signature of approval Date | | | | Add A + B + C ▶ | | | | Transportation |
| | | | | | | | | | | Total claimed |

* Enclose vouchers