

PINCHER CREEK SEARCH AND RESCUE SOCIETY EXPENSE CLAIM FORM

You may submit more than one form if additional space is required. Forms must be completed in full and signed. Please note that receipts must accompany all requests. A claim does not guarantee that the full amount will be reimbursed (any discrepancies will be resolved prior to issuance of a cheque). Please provide your up-to-date mailing address (we will use this to update our records as well). Please submit ASAP following an incident or expense, this helps keep our books accurate and ensures prompt reimbursement.

MEMBER NAME:		SAR Group / Organization: <input type="checkbox"/> PCSAR <input type="checkbox"/> PC CRG <input type="checkbox"/> Other:	
ADDRESS:		PHONE:	
		EMAIL:	
Are Expenses related to an incident? <input type="checkbox"/> NO <input type="checkbox"/> YES - please indicate search and date:			
Date of Expense (YYYY-MM-DD)	Type of Expense	DETAILS	Amount
	Mileage	_____ kms @ \$ _____/km	
Expense Categories: Incident: Mileage, Fuel, Meals, Lodging, Cell Phone, Quad or Snowmobile Rate, Damage or Repair to Personal Equipment, Other Non-Incident: Mileage, Fuel, Meals, Lodging, Admin, Training, Equipment, Other (please describe if unsure) For Mileage or Usage: See Rate Sheet on PCSAR Wiki for Current Rates. Please contact us if you have any questions: pcsar@castrov.cuug.ca			TOTAL

SIGNED:

DATED: