



CANADIAN UNION OF PUBLIC EMPLOYEES

LOCAL 2348

EXPENSE FORM

PERSONAL INFO INPUTTED BELOW IS AUTOMATICALLY TRANSFERRED TO MILEAGE FORM

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_

REASON FOR EXPENSE: \_\_\_\_\_

Table with 5 columns: DATE OCCURED, Company, FULL BREAKDOWN OF EXPENSES, RECEIPT INCLUDED, TOTAL. Includes subtotal, total mileage payout, and grandtotal rows.

Digital Signature Automatically Added to Mileage Page

SIGNATURE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

CHEQUE #: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_



CANADIAN UNION OF PUBLIC EMPLOYEES

LOCAL 2348

MILEAGE FORM

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_

REASON FOR EXPENSE: \_\_\_\_\_

DATE OCCURED	FULL BREAKDOWN OF MILEAGE	km's @ \$0.58 / km	TOTAL
			\$0.0000
			\$0.0000
			\$0.0000
			\$0.0000
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			\$0.0000
			\$0.0000
			\$0.0000
			\$0.0000
			\$0.0000
			\$0.0000
			\$0.0000
	<b>SUBTOTAL:</b>		\$0.0000
	<b>TOTAL EXPENSE PAYOUT:</b>		\$0.0000
	<b>GRANDTOTAL:</b>		<b>\$0.0000</b>

SIGNATURE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

CHEQUE #: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Insert Date and Description for the Milage Screenshot below

INSERT SCREENSHOT HERE

Insert Date and Description for the Milage Screenshot below

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INSERT SCREENSHOT HERE