

Calgary Inter-Mennonite Church - Expense claim

Name

Date

Approved by

The signature or name of your committee chairperson, or someone else on council. Approval is not required for smaller amounts.

Committee name (optional)

| Expense description | Total including GST | GST amount | Total not including GST | Account no. for the treasurer |
|---------------------|------------------------|------------|----------------------------|----------------------------------|
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| | | | | |
| | | | | |

| Mileage expenses (\$0.52/km) | kms | | | |
|------------------------------|-----|------|--|------|
| | | 0.00 | | 5550 |
| | | 0.00 | | 5550 |
| | | 0.00 | | 5550 |
| | | 0.00 | | 5550 |

| | | | | |
|---------------|--|--|--|------------|
| Totals | | | | GST - 1250 |
|---------------|--|--|--|------------|

| | |
|----------------------|-------|
| for the treasurer | |
| Cheque number | _____ |
| Date paid | _____ |

Complete this form and email it to treasurer@cimchurch.org along with scanned copies of all of the related receipts.
Or give paper copies to the treasurer.