



Box 2609 RPO Banks Centre,
 Kelowna, B.C., V1X 6A7
 Chartered by the Canadian Labour
 Congress www.oklabour.org

Expense Report:

Name: _____

Address: _____

Purpose of Expense:

Date	Explanation	Transportation Mileage	Hotel	Meals	Other	Total

Subtotal
Less Advance
Total

Name: _____

Date: _____

Signed by: _____

Date: _____

Date	Advance	Honorarium	Receipt Attached		

Receipts MUST be attached to expense form.