SCAA
SASKATCHEWAN COUNCIL FOR ARCHIVES & ARCHIVISTS

PD and Travel Subsidy Expense Claim 2026-27

Date Submitted: _____ Event attended: _____

Cheque payable to: _____Signature: _____

Address/City/PC: _____

Or e-transfer to: _____

MEALS: In province and (out of province). (*Based on current SaskCulture rates)*

DATES:						TOTAL
Breakfast $16.00 ($20.00)						
Lunch $23.00 ($25.00)						
Dinner $31.00 ($35.00)						

TRANSPORTATION: (*Based on current SaskCulture rates)*

DATES:								TOTAL
*Air - Rail - Bus								
Personal vehicle - Km x $0.7641 OR North of 54th $0.8228	km:		km:		km:		km:		
*Taxi								
*Parking								

ACCOMMODATION: (If you are making your own arrangements)

DATES:					TOTAL
*Hotel ($125 per night or reasonable charges supported by receipts)					
Private Residence ($50.00 per night)					

***OTHER:**

DATES:					TOTAL

TOTAL: _____

*** RECEIPTS WILL BE REQUIRED** except for claims for automobile travel, parking expenses, where no receipts are available or for meal per diems.

SCAA USE ONLY

Authorized signature **Gloria Bearss (Executive Director)**	**Date paid**	**Cheque/etransfer confirmation #**

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In partnership with SaskCulture