



JUDO SASKATCHEWAN EXPENSE FORM
(Saskatchewan Kodokan Blackbelt Association Inc.)

Name _____ Date _____

Address _____

City _____ Postal Code _____ Phone _____

Description of expense _____

Date of event _____

Expense Item (receipts required unless otherwise stated)	Net Amount (Total less GST)	GST	Total	Budget Code (Treasurer use only)
TRAVEL: Air Travel				
Taxi/Bus/Uber				
Other				
Mileage allowance (no receipt required) _____ kms x _____ cents=				
TRAVEL TOTAL			\$	
MEALS: (no receipts required) B _____ x \$12 =				
L _____ x \$15 =				
S _____ x \$20 =				
MEALS TOTAL			\$	
ACCOMODATION Coaches				
Referees				
Athletes				
ACCOMODATION TOTAL			\$	
OTHER SUPPLIES/FEES/SERVICES (Postage, telephone, printing, copying, office supplies, rentals, etc. Please specify for each receipt)				
OTHER TOTAL			\$	
GRAND TOTAL			\$	

Signature _____ Date _____

Approved by: _____ Position: _____ Date: _____

Treasurer Signature: _____

Payment Type: _____ Payment Date: _____