



Bat Caver Reimbursement Form

Please fill out all sections. Submit the completed form by email or mail, along with all relevant receipts. Please note that the mileage expense is calculated based on the Canadian Revenue Agency's rate and that all receipts related to mileage (i.e. gas) are not required. If you would like to make a gift in the value of this reimbursement request *instead* of receiving a reimbursement payment, please send a request to batcaver@wcs.org about making this gift.

CONTACT INFORMATION

Full Name	
Phone Number	
Email Address	
Mailing Address	

TRIP INFORMATION

Journey Start Location	
Cave Destination	
Journey End Location	

METHOD OF PAYMENT

Which would you prefer: Cheque E-Transfer

TRIP EXPENSES

Mileage expense for travel in personal vehicle		x 0.485 =	
	Vehicle distance (km)	0.485 (\$/km)	Mileage Total (\$)

Other Expenses Include copies of all receipts	Description	Cost (\$)

