

Northeastern Ontario Area 84

Area 84 Treasurer  
441 Larocque Road  
North Bay ON P1B 8G3

Telephone: (705) 474-6841  
areatreasurer@aaneontarioarea84.org

Expense Record

For Administration Use Only  
Date Paid: \_\_\_\_\_  
Cheque #: \_\_\_\_\_

Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Please Print  
Position: \_\_\_\_\_ Please Print  
Purpose/Event: \_\_\_\_\_ Please Print  
\_\_\_\_\_ Please Print

Description of Expense

Amount

	Fuel/Transportation:	\$	_____
	Meals:	\$	_____
	Lodging:	\$	_____
Other:		\$	_____
Other:		\$	_____
Other:		\$	_____
Other:		\$	_____
	Total Amount:	\$	_____

Signature: \_\_\_\_\_

***“Please print your address, telephone number and email address below – thank you”***

Street No., P.O. Box, etc. \_\_\_\_\_  
City, Village, etc. \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Email: \_\_\_\_\_

Please ensure that all receipts and/or invoices (or copies) for expenses claimed in this Expense Record are included with it.

Forward Expense Records to the Northeastern Ontario Area 84 Treasurer for payment. Thank you.