

**EXPENSE FORM - 2018 Executive Council Election**



**Name of Candidate:** \_\_\_\_\_

Date: (m/d/y)	Details: (what the purchase was used for, store name, etc.)	Amount of Receipt/Item
<b>Grand Total</b>		

I, \_\_\_\_\_ [first & last name] declare that the amount stated on this expense form is a true and accurate reflection of my expenses for my campaign.

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

Date: \_\_\_\_\_

This form and receipts must be submitted to SAITSA's Governance & Advocacy Manager  
NO LATER than 4pm on March 15<sup>th</sup>, 2018

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## Instructions:

- Please print clearly
- All receipts must be attached to the back of this form
- Should you require more space, please attach a separate document with all required information
- Refer to SAITSA's Elections' Policies and Procedures for information on permitted campaign expenses
- You will be reimbursed 50% of your approved expenses
- Questions about permitted expenses are to be sent to: [saitsa.elections@edu.sait.ca](mailto:saitsa.elections@edu.sait.ca)

**ALL expenses and in-kind or donated items MUST be recorded and submitted.  
Failure to declare may result in disqualification.**

For SAITSA Internal Use Only					
Received By (name):		Date:		Time:	

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