

**SAMPLE EXPENSE FORM FOR CANDIDATES INTERVIEWING FOR CALL**

**CONGREGATION NAME**  
**CONGREGATION ADDRESS**

Date

Name  
Address 1  
Address 2  
City, Province Postal Code

Please list the expenses you incurred with your interview for call including transportation, meal and accommodation expenses. Please sign the bottom of this completed form, attach all receipts and submit to:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

| <b><i>DATE</i></b> | <b><i>DESCRIPTION OF EXPENSE</i></b> | <b><i>AMOUNT</i></b> | <b><i>HST</i></b> |
|--------------------|--------------------------------------|----------------------|-------------------|
|                    |                                      |                      |                   |
|                    |                                      |                      |                   |
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|                    |                                      |                      |                   |
|                    |                                      |                      |                   |
|                    |                                      |                      |                   |
|                    | Mileage @ current CRA rate           |                      |                   |
|                    | <i>TOTAL</i>                         |                      |                   |

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