

THIS FOR OFFICE USE ONLY

Application # _____

Date received _____

PIC APPLICATION FORM FOR QPAT CONVENTION 2023

October 12- Pre-Convention from 9-4 p.m.

October 12 – Convention 4-9 p.m.

October 13 – Continuation of Convention 9-4 p.m.

IMPORTANT NOTES:

1. Supply days should not be required. If required, members should speak to their administrator.
2. Convention allocation is capped; therefore applications will be approved on a “first come, first served” basis. Applications will be dated and numbered in order of receipt at the WQTA office.

PLEASE PRINT AND COMPLETE

Name: _____ School: _____

Home Address: _____

No. Street City

Province Postal Code Telephone

Anticipated Expenses:

1. Pre-convention – October 12, 2023 – 9 a.m. – 4 p.m.

\$505 MAX. (Registration, travel, hotel, and meal **original receipts required**) \$ _____

- Registration: \$100
- Accommodation: \$325 max.
- Meals: \$80 max. (Wednesday - Supper \$35, Thursday – breakfast\$20 and lunch\$25, if necessary)

2. Convention – October 12 – 4 – 9 P.M. and October 13 9 – 4 p.m. (please note the exhibit hall opens at 3 p.m.)

\$ 690 MAX. (Registration, travel, hotel, and meal **original receipts required**) \$ _____

- Registration: **NAME TAG WILL BE REQUIRED – free for QPAT members**
- Meals: Thursday: Supper max \$35
Friday: Breakfast \$20, Lunch \$25, Supper \$35 (per diem \$80 for Friday)
- Travel A) CAR - \$200.00 max.
A gas receipt from the Montreal region (any amount is acceptable)
OR a Montreal region hotel parking receipt

B) BUS or TRAIN – reimbursement of the actual amount

- Accommodation: \$325 max (original receipts required)
- Parking: \$50/day maximum if applicable.

TOTAL ANTICIPATED EXPENSES: \$ _____

NOTE: ☞ Expense claim form and original receipts must be submitted by November 30, 2023.

☞ Use the special expense claim form for QPAT Convention 2023 and MAIL it with

ORIGINAL receipts to the WQTA office at 183 Freeman, Unit 102, Gatineau, Qc. J8Z 2A7.