

**Travel Expense and Accommodation Rates - Effective April 1, 2018**

Appendix A

**Meals and Incidental Expenses****1. Full Days on Travel Status (includes meals and incidentals)**

The amount claimed up to a maximum of:

<u>Yukon</u>	<u>NWT</u>	<u>Nunavut</u>	<u>Rest of Canada</u>	<u>Alaska</u>	<u>Rest of USA</u>
\$116.65 Cdn	\$129.70 Cdn	\$166.90 Cdn	\$104.10 Cdn	\$116.65 US	\$104.10 US

**2. Partial Days on Travel Status**

The amount claimed up to a maximum of:

	<u>Yukon (Cdn)</u>	<u>NWT (Cdn)</u>	<u>Nunavut (Cdn)</u>	<u>Rest of Canada (Cdn)</u>	<u>Alaska (US)</u>	<u>Rest of US (US)</u>
Breakfast	\$19.65	\$24.45	\$26.20	\$19.45	\$19.65	\$19.45
Lunch	\$21.20	\$27.65	\$33.75	\$19.20	\$21.20	\$19.20
Dinner	\$58.50	\$60.30	\$89.65	\$48.15	\$58.50	\$48.15

**3. Incidental Expenses**

<u>Canada</u>	<u>US</u>
\$17.30 Cdn	\$17.30 US

**4. Distance Allowance for Private Vehicle**

62.0 cents per kilometer

Minimum daily rate for mileage of \$2.35

**5. Long Distance Telephone Calls**Starting on the 3<sup>rd</sup> day of continuous travel, personal phone calls @ \$10.00 per day**6. Accommodation Rates****Lodging at a commercial establishment**

Actual expenses for lodging at a commercial establishment as pre-authorized prior to travel

**Lodging at a private accommodation**

\$50.00 per night

**Free accommodation from a private business or a government**

No claim shall be paid by YWCHSB