



ElderActive Recreation Association

4061 -4th Ave, Whitehorse, Y1A 1H1

TRAVEL/Accommodation POLICY & CLAIM FORM FOR PAID UP MEMBERS

This policy was approved by motion on November 18, 2008 by the ERA Board of Directors.

When funds permit, ERA will reimburse members travelling to Whitehorse for an Annual and Semi-Annual Meeting, Yukon Games and ERA Board sanctioned Special Events, at the following rates. The rate is based on it being a **round-trip**, per vehicle per trip, with two to four people per vehicle insofar as that is possible. **For Travel between communities** (for example a trip from Teslin to Atlin) When funds permit, for ERA Board sanctioned events, travel will be reimbursed at a rate of **\$0.45/km for the one way distance**. **If more than one member claims travel for the same date and event, and none of the vehicles were full, the reimbursement will be divided proportionally at the discretion of the ERA Executive.**

ACCOMMODATION

1. When funds permit, ERA will pay a **total** of 50% of the basic cost of each hotel room, (**shared when possible**) up to a maximum of two nights, for members who travel more than 75 miles (120 km) to attend an ERA Board sanctioned event in Whitehorse. The remaining 50% of the hotel room cost will be the responsibility of those who share the room, **OR**
2. When funds permit, ERA will compensate members \$20.00 per night for up to 2 nights, if they choose to stay with family or friends while attending an ERA Board sanctioned event in Whitehorse.

One Way Distances/return trip rates:

Atlin, BC	182 km	\$82.00	Dest. Bay	265 km	\$120.00	Ross River	360 km	\$162.00
Beaver Creek	457 km	\$206.00	Faro	356 km	\$160.00	Stewart Xing	354 km	\$160.00
Carcross	74 km	\$34.00	Haines Jn	158 km	\$71.00	Tagish	102 km	\$46.00
Carmacks	175 km	\$79.00	Marsh Lake	68 km	\$31.00	Teslin	208 km	\$94.00
Dawson City	536 km	\$241.00	Mayo	407 km	\$184.00	Watson Lake	454 km	\$204.00

Name _____

Mailing Address _____ Postal code _____

Phone _____ Purpose of this trip _____

Travel from (community) _____ to Whitehorse on (date) _____

THIS CLAIM - Travel (as above) \$ _____

Accommodation (shared with _____
(receipt attached if applicable) \$ _____

TOTAL \$ _____

Date claim submitted _____

Signature _____

ERA use only.

Board approved _____

Paid by cheque # _____