



2018-19 BPAA Member Subsidy Program Claim Form

Publisher: _____

Mailing Address: _____

Name of Participant(s): _____

Email: _____ Phone: _____

Name of book event/activity:

Dates: _____

Please provide an itemized listing of each expense claimed. Provide original receipts and supporting documentation for each item.

Type of Expense (Accommodation, Registration, Travel)	Description of Item	CAD before GST (converted if necessary)	GST (not subsidized)
Total:			
50% Subsidy:			

Signature

Date

Please send your claim form and supporting documentation to the BPAA at **Second Floor, 11759 Groat Road NW, Edmonton, AB T5M 3K6**. Payment will be made by cheque to your mailing address once both the claim is approved and the final report form has been filled out and returned to us.



BPAA Member Subsidy Program Final Report

Name: _____

Company: _____

Event/activity attended:

Dates: _____

Did the event/activity meet your expectations? Why or why not?

Yes No

Was the subsidy offered by the BPAA a factor in your deciding to attend the development opportunity?

A lot Somewhat Not at all

Did the event/activity provide opportunities for networking?

Yes No

What were the strengths of the event/activity?

Further Comments: