



The Manitoba Child Care Association
 45th Annual Conference "Creating Connections, Building Bridges"
 May 25 & 26, 2023

TRAVEL SUBSIDY FORM FOR MCCA MEMBERS OUTSIDE OF WINNIPEG

PLEASE NOTE: You must be a personal member of MCCA as of January 1, 2023, to qualify for subsidy. All travel subsidies will be reimbursed as funds allow. All subsidy requests MUST be received at MCCA by June 8, 2023, to qualify for reimbursement. All gas and accommodation receipts must be included with the subsidy application. Carpooling is encouraged.

Delegate Name: _____

Address: _____

City/Town: _____ Prov: _____ Postal Code: _____

Phone: _____ Email: _____

MCCA Region: _____ MCCA #: _____

Centre/Organization: _____

Travel Expenses

Gas: You must submit all gas receipts. Fill up before you leave, while driving to the conference and back, and then once you arrive home. Subtract your first receipt from all other receipts and that is the amount you enter below.

\$ _____

Accommodations: Hotel accommodations subsidy is calculated at \$35.00 per person, per night, to a maximum of two people per room. Eligible nights to be reimbursed are Wednesday, Thursday, and Friday. Please include hotel receipts.

\$35.00 X _____ X _____ = \$ _____
 (# of nights) (# of people)

Total amount to be reimbursed \$ _____

Reimbursement cheque made payable to: _____

 Signature

 Date

Submit to:

Mail: Manitoba Child Care Association, 2nd Floor, 2350 McPhillips Street, Winnipeg, MB, R2V 4J6

Email: kkowalski@mccahouse.org **Fax:** 204-589-5613

Form and Receipts must be received prior to June 8, 2023