

## 2022 CPAEF Accounting Educators' and Academics' Symposium

### Reimbursement for Symposium Attendees Outside the Lower Mainland

For academic members living and working outside the Lower Mainland, the CPAEF will cover reasonable travel/mileage and one night of accommodations (Thursday, June 2). For members living and working in the Fraser Valley, the CPAEF will cover reasonable travel/mileage.

To obtain reimbursement, please complete the attached expense report and forward to Tamalee Demrey at [tdemrey@bccpa.ca](mailto:tdemrey@bccpa.ca) by July 15, 2022. Reimbursement received after this deadline will not be accepted. All receipts must be attached to this report.

#### HOTEL INFORMATION

CPAEF has negotiated a conference rate at the River Rock Casino Resort in Richmond and has reserved a room block. For attendees who require accommodation, please make your reservation at this hotel. CPAEF will reimburse your accommodation expense ONLY if you reserve your questroom as part of the symposium block at the River Rock Casino Resort. If you choose to stay at a different hotel, CPAEF may not reimburse you for your accommodation expense. CPAEF will not reimburse greater than the negotiated rate at the symposium hotel. **Please reserve your hotel room by May 2, 2022.**

River Rock Casino Resort, Richmond

Rate: \$219 per night (plus applicable taxes and resort fee)

Reservations can be made by calling the Hotel's reservation department at (604) 247-8900. Quote 'CPAEF' to receive the conference rate. Cancellation is by 4:00pm PT, 24 hours prior to arrival.

**\*\*Reservations must be made by Monday, May 2, 2022**

#### TRAVEL INFORMATION

CPAEF will reimburse you for the following expenses, whichever are applicable:

Travel: Economy return airfare only (please try to purchase discount airfare if possible)

Taxi: Airport to and from hotel only

Ferry: Ferry cost

Note: Mileage rates when using private vehicles is \$0.61 per kilometre, not to exceed equivalent economy fare from your location to Richmond. Hotel parking will be covered only for those outside the Lower Mainland. There are no meal allowances as meals are provided.

#### PLEASE FORWARD YOUR EXPENSE REPORT TO:

Tamalee Demrey

Senior Events Coordinator, CPABC

Email: [tdemrey@bccpa.ca](mailto:tdemrey@bccpa.ca)

800-555 West Hastings Street, Vancouver, BC V6B 4N6

Telephone: 778.907.8127

**2022 CPAEF Accounting Educators' and Academics' Symposium  
Reimbursement of Expenses (Submit no later than July 15, 2022)**

Name: \_\_\_\_\_

Reimbursement Payable to: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**\*Please attach your receipts. If you are submitting a mileage expense, please provide a Google Map showing the mileage between your residence and the event location\***

**Expense details**

Date	Description	GST	Total Amount
	TOTAL		

<p><b>I hereby submit the above reasonable travel expenses, and confirm that I am a CPABC member in academia (contract or tenured) at an accredited BC post-secondary institution and confirm that a significant majority of my income (75%) comes from my full-time teaching or other scholarly activities (such as authoring textbooks, research papers, or articles). A false declaration is a breach of the CPABC Code of Professional Conduct.</b></p> <p><b>Signature of Claimant</b></p>	<p><b>Date</b></p>
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