

## **Saskatchewan Archery Association Inc. Policies and Procedures**

Approved by the SAA Board of Directors (November 2025)

### **APPENDIX III – REIMBURSEMENT FEES**

Note: This appendix is applicable to the expenses defined within the Expense Claim Guidelines Policy.

#### **REIMBURSEMENT FEES – TO BE UPDATED YEARLY**

Receipts will not be required for the following:

##### **MILEAGE:**

- Mileage will be paid from your home to the venue round trip. Google maps is the preferred method to obtain appropriate mileage in kilometers. Home address and venue address to be provided by applicant
- Mileage rate will be \$0.70/km

##### **MEALS:**

- \$23 per meal (any meals provided by the event host and/or accommodation are not eligible for reimbursement).
- Maximum of \$69 per day

##### **ALTERNATE ACCOMADATIONS:**

- Camping or family/friends accommodations will be paid at \$50 per day.

