



# AIRFARE EQUIVALENT ESTIMATE 2011 BCGEU Triennial Convention June 15-18, 2011

(To be attached to your expense claim form)

NAME: \_\_\_\_\_ COMPONENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**PART 1 – EVENT INFORMATION**

Location (City): Vancouver

Start Date of Event: June \_\_\_\_ 2011

Start Time: \_\_\_\_\_

End Date of Event: June \_\_\_\_ 2011

End Time: \_\_\_\_\_

**PART 2 – FLYING**

TO ACCURATELY REFLECT THE COST OF FLYING, COMPLETE THE FOLLOWING:

- (a) cost of mileage from home/work to airport (total kms x .52/km) \_\_\_\_\_
  - (b) parking costs at airport \_\_\_\_\_
  - (c) cost of flight (see reverse) \_\_\_\_\_
  - (d) cost of Aeroshuttle from airport to hotel \$14.00
  - (e) cost of Aeroshuttle from hotel to airport \$14.00
  - (f) cost of mileage from airport to home (total km's x .52/km) \_\_\_\_\_
  - (g) # of hours LOA required to fly to venue \_\_\_\_\_
  - (h) # of hours LOA required to fly home \_\_\_\_\_
  - (i) # of nights for which accommodation required \_\_\_\_\_
- TOTAL \$ = A + B + C + D + E + F =** \_\_\_\_\_

**PART 3 – DRIVING**

TO ACCURATELY REFLECT THE COST OF DRIVING, PLEASE COMPLETE THE FOLLOWING:

- (a) cost of mileage from home/work to hotel (total kms x .52/km) \_\_\_\_\_
  - (b) parking at venue (# of nights required x \$23.00/night) \_\_\_\_\_
  - (c) cost of mileage from hotel to home (total kms x .52/km) \_\_\_\_\_
  - (d) ferry costs (if applicable) \_\_\_\_\_
  - (e) toll or other charges (if applicable) \_\_\_\_\_
  - (f) # of hours for LOA required to drive to venue \_\_\_\_\_
  - (g) # of hours for LOA required to drive home \_\_\_\_\_
  - (h) # of nights for which accommodation required \_\_\_\_\_
- TOTAL \$ = A + B + C + D + E =** \_\_\_\_\_

Clause 9.7 of the BCGEU Financial Manual speaks to Travel Expenses. In particular, Clause 9.7(d) allows for members to use their personal vehicles instead of public transportation (ie., flying, transit, taxi) if the cost of driving does not exceed the cost of flying.

In order to allow for proper comparison of the costs associated with either form of travel, members are required to complete Form FA-733.

This procedure does not apply where a member has a valid medical certificate on file with the Union.

## TRIENNIAL CONVENTION AIRFARES - JUNE 2011

### AIR FARE EQUIVALENT

**Note: Airfare includes WE Service Fee**

Location	Claimable Airfare Rate	Mileage to and from* In kms	Mileage @ \$.52/km
Castlegar	\$600.61	1212	\$630.24
Cranbrook	\$600.61	1912	\$994.24
Dawson Creek	\$783.70	2356	\$1225.12
Fort St. John	\$808.07	2422	\$1259.44
Kamloops	\$600.61	690	\$358.80
Kelowna	\$547.38	758	\$394.16
Nelson	(Castlegar)	1294	\$672.88
Penticton	\$595.54	810	\$421.20
Prince George	\$600.61	1550	\$806.00
Prince Rupert	\$808.07	1978	\$1028.56
Quesnel	\$519.38	1308	\$680.16
Smithers	\$808.07	2282	\$1186.64
Terrace	\$808.07	2268	\$1179.36
Williams Lake	\$449.94	1072	\$557.44

- Mileage has been determined by Google Maps Maps (\*BCGEU Area Office to HQ or City Hall to HQ if no BCGEU office in that area)
- Fares quoted based on travelling over Convention dates only

**DATED: April 27, 2011**