



**TRAVEL ASSISTANCE FORM
FOR GIRLS AND YOUNG WOMEN
FOR PROVINCIALLY SELECTED EVENTS**

**THIS FORM PLUS ALL RECEIPTS MUST REACH PROVINCIAL OFFICE
WITHIN 60 DAYS AFTER THE EVENT
(See back of form for eligible costs)**

**Girl Guides of Canada, British Columbia Council
1476 West 8th Avenue, Vancouver, BC V6H 1E1
T 604-714-6636 F 604-714-6645**

Event _____ Date of event _____
Participant's name _____ Event location _____
Address _____ City _____ Postal code _____
Age _____ Phone (H) _____ Phone (W) _____ Fax _____

Parental/guardian acknowledgement: My daughter/ward is under 19 years of age and I am aware of her application for travel assistance from the BC Council.

Method of travel used

Signature of parent/guardian

a) Cost of transportation _____
(Plane, ferry, train, car at 42¢/km or bus)

Subtotal _____

b) Other costs _____
(Tolls, parking, airport improvement fee [AIF]; not including meals)

Total eligible assistance _____

Driver's name _____

Names of participants driven _____

Make cheque payable to
Name _____

Address _____

City _____ Postal code _____

Phone (H) _____

Authorized by
Name _____
Date _____
Amount _____
Account _____



GIRL GUIDES OF CANADA-GUIDES DU CANADA

BC Girl Travel Policy

The BC Girl Travel Policy is designed to assist all girls and young women to participate in provincially approved events offered in our province and abroad.

1. A girl or young woman selected for a *national event* will receive assistance decided upon by BC Council, as stated on the Fact Sheet for the event. (National will make travel arrangements.)
2. A girl or young woman selected for a provincially sponsored inter-provincial event or a provincially sponsored international event is eligible for assistance decided upon by BC Council, as stated on the Fact Sheet for the event. (BC Council will make travel arrangements.)
3. A girl or young woman selected to attend a provincially sponsored Guiding event within BC is eligible for travel assistance.
 - ◆ A girl or young woman will be reimbursed 100% of the receipted return transportation costs incurred as noted above.
 - ◆ Receipted transportation costs include plane ticket (booked at least two weeks in advance), bus fare, ferry fare, AIF receipt, tolls, parking, etc.
 - ◆ Should a girl travel by car, she will be reimbursed 42¢/km for one return trip to the event (or portion driven by car).
 - ◆ When driving duty is split, a total of one round trip will be eligible for assistance.
4. A girl registered as a BC Lones traveling to an area camp/event within BC (excluding her area of residence) that has been approved by the Lones adviser in consultation with the program adviser, OR a provincially approved camp/event within BC, is eligible for assistance once per calendar year.

The Travel Assistance Form for Girls and Young Women for Provincially Selected Events must be completed and receipts must be attached. This form MUST reach the provincial office within 60 days after the event. If the claim form is received 60 days or later after the event, travel assistance will NOT be paid.

All Members are encouraged to use the most reasonable method of transportation and to carpool. For complicated travel arrangements or extenuating circumstances, please include a note of explanation.