

Child Care Subsidy Claim Form

Claimant: _____

Address: _____

E-mail: _____ Telephone: _____

Guidelines

1. Members may make a claim only for the days they attended Summer Conference.
2. The Association will subsidize only for those costs that are in addition to the normal child care costs the member would have paid if the member were not carrying out Association business.
3. The payment for child care shall not exceed \$25.00 per day, per child.
4. "Child" is defined as any child, any adopted child, any stepchild and any other child (guardianship in fact or in law) for whom the member provides the financial support for the necessities of life and who is under the age of 16.
5. The caregiver is not the spouse or partner of the member.
6. A claim for child care is to be submitted to the provincial Association by August 30.
7. If the distance travelled exceeds 500 km one way and the member is away for additional days to travel to and from the conference, one additional day may be claimed each way, supported by accommodation receipts.
8. The amounts to be paid for child care expenses will be reviewed on an annual basis.

Name of Child	Age	Number of Days	Total Subsidy @ \$25.00 per day

I have read the above and attest that this claim meets the guidelines as outlined above.

Signature Date

Claims must be received no later than August 30.

Please submit this form to the Alberta Teachers' Association

By mail: 11010 142 Street NW, Edmonton AB T5N 2R1, Attention: Marianne Moffatt

By e-mail: marianne.moffatt@ata.ab.ca

**If you do not currently get expenses paid by the ATA by electronic funds transfer,
please submit a void cheque with the subsidy form so payment can be processed.**



The Alberta
Teachers' Association