

Please read the guidelines and complete the Childcare/Dependant Care Voucher below and send to:

Occasional Teachers' Bargaining Unit. #1708, 95 Thorncliffe Park Dr., Toronto, Ontario, M4H 1L7

Guidelines

OSSTF Federation Activity Allowable Expenditure Guidelines 2014-2015 as per the OSSTF Financial Handbook .

Authorized expenses approved by the Bargaining Unit will be reimbursed within the allowable limits. Expense vouchers must be accompanied by original receipts.

Childcare / Dependant Care

Childcare or dependant care expenses to allow members to attend authorized OSSTF activities will be reimbursed at a rate up to the Ontario minimum wage for adults.

The current rate is \$ 11.00 per hour.

The maximum reimbursement for a day will be 10 hours, regardless of the number of dependants.

If overnight care is needed, up to \$50 will be provided for overnight care.

Reimbursements will not normally be made to immediate family members, including parents and siblings.

Receipts from the childcare or dependant care provider must be provided.

If there are exceptional circumstances, contact Bargaining Unit Office in advance for consideration of special approval.

OSSTF/OTBU Childcare/Dependant Care Voucher

Member Name _____

Mailing Address _____

Telephone Number _____

Non TDSB Email _____

OTBU event attended _____

Date and Location _____

Childcare/Dependant Care Number of Hours ____ x 11.00 = _____ Total

Please attach original receipt, dated and signed by both the child/dependant care provider as well as the member.

PLEASE DO NOT WRITE BELOW THIS LINE

OSSTF/OTBU Signing Authority _____ Date _____