



## 2023 – 2024 HCOP Instructors Expense Form

(Account # 7555-3)

**Separate form to be completed for each instructor**

Clinic Location \_\_\_\_\_ Clinic Level \_\_\_\_\_ Clinic Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone (c) \_\_\_\_\_ Email \_\_\_\_\_

### Instructor Honorarium

- Level I/II Clinic (5 hrs) - Instructor Honorarium (2 Instructors) - \$130.00
- Level I/II Clinic (5 hrs) - Instructor Honorarium (1 Instructor) - \$215.00
- Level I/II Clinic (5 hrs) - Junior Instructor Honorarium - \$75.00
- Level III Seminar (3 hrs) – Instructor Honorarium (2 Instructors) - \$50.00
- Level III Seminar (3 hrs) – Instructor Honorarium (1 Instructor) - \$100.00

\$ \_\_\_\_\_

\$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

### ADDITIONAL EXPENSES INCURRED BY INSTRUCTORS

Travel from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ Km X .45¢ \$ \_\_\_\_\_

**Mileage will be determined by government road map and figures.**

Accommodation \_\_\_\_\_ days at \$ \_\_\_\_\_ \$ \_\_\_\_\_

RECEIPTS MUST BE ATTACHED IN ORDER TO CLAIM ACCOMMODATIONS AND ADDITIONAL MEALS IF PRE-APPROVED BY THE OFFICIALS COORDINATOR PRIOR TO THE CLINIC

**TOTAL** \$ \_\_\_\_\_

Submit the completed form to  
Hockey Manitoba  
[twiwchar@hockeymanitoba.ca](mailto:twiwchar@hockeymanitoba.ca)

\_\_\_\_\_  
Hockey Manitoba Approval