PETER A. ALLARD SCHOOL OF LAW
THE UNIVERSITY OF BRITISH COLUMBIA

Adjunct Parking Reimbursement Form

1. To be completed by Adjunct faculty and/or admin support staff for business related expense (adjunct parking).
2. Complete this form with scan copies of itemized receipts and submit to lawfinance@allard.ubc.ca.
3. Missing Receipts: If the itemized receipt is not available, complete and submit a "Missing Receipt Form".
4. All parking reimbursement requests must be submitted within 45 days at the end of the each term for processing, otherwise will be ineligible.

Adjunct Name: _____ Email: _____

Mailing address: _____

Law Course: _____ Term / Year: _____

Date	Parking receipt amount

Total reimbursement requested: $_____

Signature: _____ Date: _____