

## MEDIATOR TRAVEL EXPENSES AN ADDENDUM TO SERVICES INVOICE

Name of Claimant/Mediator: \_\_\_\_\_

Vendor No.: \_\_\_\_\_

Cheque Payable To: \_\_\_\_\_

Mailing Address \_\_\_\_\_ Mail Cheque To (If Different) \_\_\_\_\_

\_\_\_\_\_

Services Performed: MEDIATION TRAVEL EXPENSES

Client's Name(s): \_\_\_\_\_

Date & Time	Location	Mileage	Meals			Air Fare	Taxi	Lodging	Parking
			Breakfast (\$9.20)	Lunch (\$11.60)	Dinner (\$20.75)				
1 day per line eg.	From and to eg	(.505/km)							
		x.505 =							
		x.505 =							
		x.505 =							
		x.505 =							
Totals									

Total Travel Claim \$ \_\_\_\_\_

I, \_\_\_\_\_ HEREBY ACKNOWLEDGE AND AGREE THAT ALTHOUGH I AM CLAIMING REMUNERATION FOR SERVICES, I AM NOT AN EMPLOYEE OF THE CLIENT, BUT HAVE PROVIDED THE SERVICES AS AN INDEPENDENT CONTRACTOR.

\_\_\_\_\_  
Signature of Mediator

\_\_\_\_\_  
Date

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***Additional Notes:***

APCMR FORM 004 Generic Invoice for Travel /Expense Reimbursement (March 2015)