Member Reimbursement Form

For attendance at Committee or Convention
(Missed Wages & Personal Vehicle Use)

Date: _____

Name: _____ UA Card #: _____

Address: _____

City: _____ Postal Code: _____

Wage Reimbursement (if applicable):

As per Article III, Clause 3.07 of UA Local Union #488 Bylaws & Working Rules, I hereby request payment of _____ hours at the straight-time Journeyman or applicable apprentice basic rate as outlined within my current Local Union #488 Agreement, plus fringe benefits to a maximum of eight (8) hours per normally scheduled workday. This reimbursement is a result of my having attended…

Meeting or Convention: _____ Date of Meeting(s): _____

I am currently employed with _____ at _____ .
(Name of Contractor) (Name of Jobsite)

Total Claimed: _____ Member's Signature: _____

Transportation Allowance (if applicable):

As per Article III, Clause 3.07 of our Local Union Bylaws & Working Rules, I hereby request payment for travel (beyond the terminals of the Edmonton Transit System) from my job site at _____ to attend the above-noted Committee Meeting/Convention on the dates stated above. In doing so, I claim… The Transportation Allowance of $_____ or _____ Kilometers each way. Please see the chart below for the applicable rate (Rates effective May 4th, 2025).

Travel Type	Rate / Allowance	Conditions / Notes
Travel up to 200 km	$0.69 per km to a maximum of $116	Rate of $0.69 per km, each way (Ex. 50 km each way, 100 km total would be $0.69 x 100 = $69.00)
Travel 201 km to 300 km	$166 each way	
Travel 301 km to 375 km	$200 each way	
Travel 376 km to 475 km	$297 each way	Or actual airfare if suitable proof of air transport is provided.
Travel over 475 km	Max $455 each way	Or airfare (incl. taxes) if most practical; mutually agreed.
Tolls	Reimbursable (keep receipts)	Ferries, highways, bridges, if most direct yet safe route followed.
Gasoline / EV charging	Not reimbursable	Included in mileage rate.

Total Claimed: _____ Member's Signature: _____

Approval: _____