

# Request For Additional Branch Funding

If you are having trouble filling out the form then save the file to your desktop then open in Acrobat. Upon completion click the SEND FORM button found on the last page.

BRANCH \_\_\_\_\_

PERSON MAKING REQUEST \_\_\_\_\_

POSITION ON BRANCH EXECUTIVE \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

## Function For Which Funding is Requested

PLEASE CHECK (✓) BELOW THE REASON FOR YOUR REQUEST	AMT. REQUESTED	FOR OFFICE USE
BRANCH RETIREMENT FUNCTION		
OTHER BRANCH FUNCTIONS/PROJECTS*		
BRANCH EXCEPTIONAL TRAVEL (eg. to hire a ferry)*		
NEGOTIATIONS (Extraordinary Expenses)*		
SCHOOL BOARD-TEACHER LIAISON COMMITTEE		

\*When applying for funding under these categories noted above, please complete the section on Branch Financial Status.

## Additional Information Re Branch Retirement Function

Date of Event: \_\_\_\_\_

List Names of Retirees and one funded guest for each:


List Names of two Provincial Executive Members who are attending and will be funded by the Association:

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List Names of two Branch Executive Members who are attending and will be funded by the Association:

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Cost to Branch for Banquet Tickets for persons listed in 2 above: \$ \_\_\_\_\_ each for a total of \$ \_\_\_\_\_

**Additional Information Re Special Functions/Projects**

(Please describe and outline costs involved. Attache additional paper if necessary.)

**Additional Information Re Exceptional Travel Expenses**

Reason for Request

\_\_\_\_\_

Number of Teachers \_\_\_\_\_

Cost to Branch \_\_\_\_\_

Amount Requested \_\_\_\_\_

**Additional Information Re Negotiations Expenses**

Please specify items for which funding is requested and projected costs.

**School Board-Teacher Liaison Committee**

Date of Meeting \_\_\_\_\_

(Please email/fax copy of minutes and/or reports. List documents below. Use regular NLTA expense claim forms.)

**NOTES:**

\* When applying for funding for this category noted on Page 1 of this form, please complete the section on Branch Financial Status (Page 3).

# Branch Financial Status

## TOTAL INCOME TO DATE

Balance at beginning of year: \$ \_\_\_\_\_

Registration Rebate: \_\_\_\_\_

Membership Rebate: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total income: \$ \_\_\_\_\_

## EXPENDITURES TO DATE

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

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

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

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

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

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

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

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

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

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

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

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

Total Expenditure: \$ \_\_\_\_\_

Current Balance: \$ \_\_\_\_\_

## ESTIMATE OF FUNDS COMMITTED FROM PRESENT DATE TO END OF YEAR

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

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

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

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

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

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