



**District 3 Policy for Childcare/Dependent Care**

- Childcare or dependent care expenses to allow members to attend authorized OSSTF District 3 activities will be reimbursed at a maximum of \$15 per hour
- The maximum reimbursement for a meeting or event will be the duration of the event plus a maximum of 4 hours' travel time
- Reimbursements will not be made to immediate family members, including parents and siblings
- Signed receipts from the childcare or dependent care provider must be provided
- If there are exceptional circumstances, contact the District 3 office in advance of the event or meeting for consideration of special approval

**To claim your dependent care expenses, please fill in the form below.**

**Member Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Bargaining Unit – check one:**

ESSU                      OTBU                      PSSP                      SSSC                      TBU

**Event Title (check one):**

Mass Meeting                      Standing Committee                      District/BU Executive                      AGM

Other (please specify) \_\_\_\_\_

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

**Location of Event:** \_\_\_\_\_

**Total claimed:** \_\_\_\_\_

Reimbursement requires receipt. Please ensure that the care provider completes all sections of the receipt below.

**RECEIPT**

Received from \_\_\_\_\_ the sum of \$\_\_\_\_\_ to provide care for  
\_\_\_\_\_ on (date) \_\_\_\_\_.

\_\_\_\_\_  
Signature of care provider

\_\_\_\_\_  
Phone number