



## ADDENDUM TO SERVICE CONTRACT

Covering period - January 1, 2011 to December 31, 2011

Per diem based on \$14/student	Minimum number of students - 12 students per class
Meal allowance (breakfast)	Daily maximum - \$9.95
Meal allowance (lunch)	Daily maximum - \$10.25
Meal allowance (dinner)	Daily maximum - \$27.50
Hospitality	Daily maximum - \$100.00 <b>but must be pre-approved</b>
Parking	Daily maximum - \$40.00
Taxi	Daily maximum - \$50.00
Travel (KMs)	\$0.45/kms - daily maximum of \$400
Accommodation	Daily maximum - \$150.00

All expenses exceeding the above maximum amounts must be pre-approved

\_\_\_\_\_  
Signature of instructor

\_\_\_\_\_  
Please print name

\_\_\_\_\_  
Date

***Must be completed***

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

\_\_\_\_\_  
City, Province:

\_\_\_\_\_  
Postal Code:

\_\_\_\_\_  
Email Address:

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