

Attachment C

METRO COMMISSION REPRESENTATIVES

MONTHLY PER DIEM AND EXPENSE CLAIM REPORT

(METRO TAC/METRO COMMISSION AND RELATED EXPENSES)

PRINT NAME: _____ MONTH OF _____, 2013

SECTION I – MEETING DATES	
DATE	MEETING ATTENDED
1.	
2.	
3.	
4.	

SECTION II – EXPENSE CLAIM SUMMARY		
DATE	DESCRIPTION	TOTAL AMT.

SECTION III – SUMMARY	
SIGNED: _____ v	TOTAL MEETINGS: _____
DATE: _____	TOTAL PER DIEM: _____ (\$150.00 PER DAY)
	EXPENSES: _____
	TOTAL AMOUNT DUE: _____

COMMISSIONERS ARE ELIGIBLE FOR SIX TOTAL MEETINGS PER MONTH

Per amendment to JPA Bylaws on April 3 2008, all per diem requests must be submitted to the JPA Treasurer **within sixty (60) days** of the day for which a per diem is requested.

HAND IN TO: Lori Anne Peoples, Secretary to the Metro
Commission/Metro Wastewater JPA

OR

MAIL TO: PADRE DAM MUNICIPAL WATER DISTRICT
KAREN JASSOY
DIRECTOR OF FINANCE
P. O. BOX 719003
SANTEE, CA 92072-9003