



# Reimbursement Request

Name		Date	
Email		Phone	
Union Reg #			

## COURSE INFORMATION

Completion Date	Course Name	Cost
1.		\$
2.		\$
3.		\$
<b>TOTAL</b>		<b>\$</b>

Reimbursements are now issued via Electronic Funds Transfer (EFT). To ensure accuracy and financial security, we cannot accept handwritten direct deposit information. Operating Engineers Apprenticeship and Education is committed to safeguarding members' personal information and manages all data in accordance with Alberta's Personal Information Protection Act (PIPA).

Please email the completed form, along with your invoice, proof of course completion, payment receipts, and direct deposit information (**Direct Deposit form or void cheque**), to **reimbursements@oe955.com**.

Remember to update your **TRADES WALLET!**

### For Office use only

Prior Reimbursements to Date	
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