

**2026 LUTHERAN CHURCH–CANADA CONVENTION
PRE-CONVENTION EXPENSE VOUCHER**

Pay to: _____
Address: _____
 _____ **P.C.** _____

Submit to:
 Lutheran Church–Canada
 3074 Portage Avenue
 Winnipeg MB R3K 0Y2
 Attn: Deb Kitlar
dkitlar@lutheranchurch.ca
Due Date: July 31, 2026

Transportation:

		Fare		
		Total		

Signature: _____ Approved by: _____

<i>Office Use Only</i>					
Account	Amount		Account	Amount	
1460-20			1210-10		
			1215-10		

GENERAL INFORMATION

Airlines

1. Ensure you secure the lowest rate, including luggage. Do not purchase trip cancellation insurance as we are self-insured.
2. Reimbursement for the cost of your flight can be requested as soon as you have booked. Please forward a copy of the airfare with this expense voucher. You will be reimbursed as soon as possible on receipt of your voucher and receipt. Additional expense vouchers will be available at convention for expenses not claimed prior to convention.
3. Submit the voucher along with a copy of the receipt from the airline. You can e-mail the completed form and receipt to dkitlar@lutheranchurch.ca; fax them to 204-897-4319 or mail to Lutheran Church–Canada, 3074 Portage Ave, Winnipeg, MB R3K 0Y2.

**If you have any questions, please call Angela Honey, 1-800-588-4226, ext. 210,
 or email
convention@lutheranchurch.ca**



One Lord, One Faith, One Body