



Canadian Mental Health Association
Waterloo Wellington

Association canadienne pour la santé mentale
Waterloo Wellington

SAMPLE #3
paying for items covered by SSAH pandemic exceptions such as technology

INVOICE FOR SERVICES PROVIDED – FAMILY SUPPORT OPTIONS

put in your child's name receiving SSAH.
Instructions for completion and submission of forms on reverse side

put in your coordinators name

- 1. _____
Name of Client
- 2. Colleen Scott
Lisa Romeo
Julie Bergwerff
Name of Coordinator
- 3. N/A
Name of independent Contractor (I.C.)
- 4. Reimbursement to be sent to:
 Parent/Guardian
 Independent Contractor

5. a) Dates Services Provided b) Number of Hours/Kilometres c) Hourly/Kilometre Rate

Sept. 21, 2020	1 PAB	\$631.59 (CHST included)
Oct. 1 & 3, 2020	basketball & yoga mat	\$32.44 (CHST included)
Oct. 7, 2020	PPE (masks, hand sanitizer)	\$19.86 (CHST included)

6. TOTAL B _____ x TOTAL C _____ = D TOTAL \$ 683.89
(Hours/Kilometres) (Rate) (Total to be reimbursed)

- 7. Funds to be taken from:
 SSAH
 MFTD (Medically Fragile Technologically Dependent - as authorized by Coordinator)
 Specialized Support (as authorized by Coordinator)

attach receipts to invoice for all items listed

must be signed by parent/guardian

- 8. i) Confirmation of Services received by family as recorded _____
Parent/Guardian Signature
- ii) Confirmation of payment received from Parent/Guardian N/A
I.C. Signature * Date * Amount

9. Reimbursement sent to:
Name: _____ please check if this is a change of address

Address: _____ Postal Code: _____
put in your name/address so CMHA knows where to mail the SSAH reimbursement cheque to

DROP OFF: Mail slots have been provided for your convenience at the following CMHA WW offices. They are located on/near the main doors of: 80 Waterloo Avenue, Guelph; 234 St. Patrick Street East, Fergus, 392 Main Street, Suite 1, Mt. Forest.

FAX: (519) 821-9865. For individuals in Mt. Forest, use (519)-323-3771 to avoid long distance costs. Only the front of the page needs to be faxed

MAIL: Please send to: CMHA WW, ATTENTION Payroll Department, 80 Waterloo Avenue, Guelph, Ontario N1H 0A1.