

Vancouver School Board - AIR Payment Form 2011/2012

Artist's VSB Employee No. (if applicable): _____

LAST NAME: _____ FIRST NAME: _____

PHONE NUMBER: _____ BUSINESS PHONE: _____

ADDRESS: _____

CITY: _____ POSTAL CODE: _____

EMAIL: _____

SIN: _____ HST NUMBER: _____

CHEQUE PAYABLE TO: _____

Honorarium: \$ 500.00 (5 sessions of Artist in Residence services and one planning session)

12% HST: \$ _____ (if applicable, HST # must be provided above)

Total: \$ _____

All Material Fees must be paid by the school directly to the artist.

1. The artist whose name appears on this document has taken to provide the Artist in Residences services as per this document. There is no commitment on the part of the Vancouver Board of Education to utilize the art for additional classes during this term, or succeeding terms.
2. Payment will be made upon completion of the residency and submission of this form in the blue bag or by **fax (604)713-5244** to Carolyn Sullivan Coordinator, Artist in Residence Program, Learning Services, VSB, 1580 West Broadway, Vancouver, BC, V6J 5K8.

Please note that all honorarium payments to VSB employees must be processed by the VSB payroll department and are subjected to Canada Pension Plan and Employment Insurance and Income Tax Deductions

School: _____

Signed: _____

Contact Teacher

Date

Signed: _____

School Principal

Date

Have you paid the artist directly for additional fees for materials and or hours?

For District Use Only:

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|------|----------------------|--------------|
| COA: | 14 2009 112 000 9593 | <u>\$250</u> |
| | 14 2009 112 000 9594 | <u>\$250</u> |
| | 14 6123 (HST) | \$ _____ |

Approved: _____
 Peggy Bochun/ Carolyn Sullivan
 District Fine Arts Dept., VSB