

RECEIPTS CHECKLIST

When in doubt... keep the receipt!

Whether you keep them all in the designated pouches in this toolkit or tucked in a shoebox under your bed, it's important to keep all of your receipts from your move for proper reimbursement.

See the checklist below for the ones you don't want to lose.

- Parking fees from your House Hunting Trip
- Ferry tolls and/or road tolls during House Hunting Trip and for Travel to New Location
- ATM fees
- Excess baggage fees
- Hotels
- Driver's licence fees (12 months)
- Vehicle safety inspections
- Vehicle plates (12 months)
- Vehicle letters of compliance
- Trailer registration and plate fee (if required)
- Vehicle registration (12 months)
- Internet service during hotel stay
- Cleaning of residences at origin and destination
- Rekeying of locks at new house
- Connection, disconnection and cancellation fees (does not include expenses for breaking loyalty contracts) for alarm system, cable, cellular services, computer systems, electricity, water lines to refrigerator, hot-tub, in-home theatre systems, internet, natural gas (including gas appliances and account set-up fee), satellite dish, basic telephone, and water services
- Transfer of medical or dental records
- Spousal employment services
- Provincial health insurance cards
- Additional health insurance for time between provincial healthcare services (where applicable)
- New patient dental exam (if denied by insurance)
- Post Office change of address
- Courier for receipts in some exceptional cases
- Mail hold service in certain situations
- OUTCAN: Fees for medical exams and inoculations not covered by insurance, passport expenses not covered by the Department, visa costs, fees for other required immigration and/or identity documents

Refer to the Canadian Armed Forces Relocation Directive (CAFRD) for definitions and limitations, as well as details on which envelope these expenses may be claimed to.