



Food & Household Expenses

Included in the monthly salary of each priest is a taxable room allowance of \$400 and a taxable board allowance of \$400. When filing his personal income tax, the priest may claim the board allowance on Form T1223, Clergy Residence Deduction. The board component may be paid to the priest when he takes his annual four-week vacation away from the parish. The component is to be pro-rated if all four weeks are not taken at the same time.

All food and household expenses are paid for by the parish. Should the priest purchase these supplies personally, he is to submit an expense report to the parish bookkeeper, including purchase receipts, for reimbursement. Credit card statements are not allowed.

The receipts may not include personal items. The priest must pay for these separately. They are not reimbursable by the parish.

Parishes are not permitted to pay the room allowance to the priests in the parish on a monthly basis for these supplies.

The Archdiocese uses the room and board allowance as a guideline for a reasonable monthly food and household expense amount per priest.

Approved: Memorial of Saint Louis
25 August 2020

A handwritten signature in blue ink that reads "+ J. Michael Miller CSB".

✠ **J. Michael Miller, CSB**
Archbishop of Vancouver

The following policy has been superseded:
Food & Household Expenses, issued on February 17, 2011.