



Red Deer Catholic
Regional Schools

EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

Cheque Payable To: Murray Hollman
(Trustee Name)

Enter information in yellow cells

DATE: 01-Apr-14

****ITEMIZED RECEIPT OF PURCHASES MUST BE PROVIDED TO OBTAIN RE-IMBURSEMENT****

A: RECEIPTS					
Date	Vendor	Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
Nov 15-20/13	The Westin Edmonton	Hotel for ACSTA & ASBA AGM's	\$ 717.32	\$ 29.88	\$ 687.44
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Total A:			\$ 717.32	\$ 29.88	\$ 687.44

B: MILEAGE						
Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
Total B:			\$ -	\$ -	\$ -	

UNIT	Total (A+B):	\$	687.44
GST/HST	Total (A+B):	\$	29.88
TOTAL CLAIM / CHQ:		\$	717.32

SIGNATURES ON ORIGINALS

Trustee Signature

SIGNATURES ON ORIGINALS

Admin Approval / Signature

Central Office Use:

Central Office Use Only:
68% of GST/HST = \$ -

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 780-426-3636
<http://www.westin.com/edmonton>



Hollman, Murray	Page Number	1	Invoice Nbr	1000143640
3 DOLAN CLOSE	Guest Number	824410	Arrive Date	11-15-2013 17:24
RED DEER, AB T4R 3A3	Folio ID	A	Depart Date	11-20-2013 08:11
	No. Of Guest	1	Agent	BRADSMO
	Room Number	1509		
	Time	11-28-2013 09:41		

Duplicate Invoice

Date	Reference	Description	Charges	Credits
11-15-2013	RT1509	Room Charge	\$145.00	
11-15-2013	RT1509	GST	\$7.47	
11-15-2013	RT1509	DMF	\$4.35	
11-15-2013	RT1509	Tourism Levy	\$5.97	
11-15-2013	RT1509	Parking Valet	\$30.00	
11-15-2013	RT1509	GST	\$1.50	
11-15-2013	DEPOSIT	Deposit Applied		\$-81.40
11-15-2013	DEPOSIT	Deposit Applied		\$-159.63
11-16-2013	RT1509	Room Charge	\$145.00	
11-16-2013	RT1509	GST	\$7.47	
11-16-2013	RT1509	DMF	\$4.35	
11-16-2013	RT1509	Tourism Levy	\$5.97	
11-16-2013	RT1509	Parking Valet	\$30.00	
11-16-2013	RT1509	GST	\$1.50	
11-16-2013	VI	Visa		\$-112.89
11-16-2013	8438	In Room Dining	\$33.21	
11-17-2013	RT1509	Room Charge	\$145.00	
11-17-2013	RT1509	GST	\$7.47	
11-17-2013	RT1509	DMF	\$4.35	
11-17-2013	RT1509	Tourism Levy	\$5.97	
11-17-2013	VI	Visa		\$-194.29
11-18-2013	RT1509	Room Charge	\$145.00	
11-18-2013	RT1509	GST	\$7.47	
11-18-2013	RT1509	DMF	\$4.35	
11-18-2013	RT1509	Tourism Levy	\$5.97	
11-18-2013	VI	Visa		\$-194.29
11-19-2013	VI	Visa		\$-14.82
11-19-2013	RT1509	Room Charge	\$145.00	
11-19-2013	RT1509	GST	\$7.47	
11-19-2013	RT1509	DMF	\$4.35	
11-19-2013	RT1509	Tourism Levy	\$5.97	
11-19-2013	G774	Internet And/or Business Ctr	\$9.48	
11-19-2013	G774	GST	\$0.47	

Continued on the next page

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Hollman, Murray	Page Number	2	Invoice Nbr	1000143640
3 DOLAN CLOSE	Guest Number	824410	Arrive Date	11-15-2013 17:24
RED DEER, AB T4R 3A3	Folio ID	A	Depart Date	11-20-2013 08:11
	No. Of Guest	1	Agent	BRADSMO
	Room Number	1509		
	Time	11-28-2013 09:41		

Duplicate Invoice

Date	Reference	Description	Charges	Credits
11-20-2013	VI	Visa		\$-162.79
		** Total	\$920.11	\$-920.11
		** Balance	\$-0.00	

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
11-15-2013	\$145.00	\$7.47	\$5.97	\$0.00	\$0.00	\$35.85	\$194.29	\$-241.03
11-16-2013	\$145.00	\$7.47	\$5.97	\$33.21	\$0.00	\$35.85	\$227.50	\$-112.89
11-17-2013	\$145.00	\$7.47	\$5.97	\$0.00	\$0.00	\$4.35	\$162.79	\$-194.29
11-18-2013	\$145.00	\$7.47	\$5.97	\$0.00	\$0.00	\$4.35	\$162.79	\$-194.29
11-19-2013	\$145.00	\$7.47	\$5.97	\$0.00	\$9.95	\$4.35	\$172.74	\$-14.82
11-20-2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-162.79
Total	\$725.00	\$37.35	\$29.85	\$33.21	\$9.95	\$84.75	\$920.11	\$-920.11

As a Starwood Preferred Guest you have earned at least 1636 Starpoints for this visit A43833085701

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon!

Tell us about your stay. www.westin.com/reviews

* Personal Expense not charged

Total invoice	920.11
Food / Bev.	< 33.21
Phone	< 9.95
Deposit	< 159.63
	<u>717.32</u>