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Preb



Red Deer Catholic
Regional Schools

MILEAGE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES

Cheque Payable To: Liam McNiff

DATE: 03/03/14

DATE	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
January 6, 2014	Sylvan Lake	Red Deer	51	Board Photo
January 7, 2014	Sylvan Lake	Montfort Centre	28	Board Meeting
January 8, 2014	Sylvan Lake	RMH return	154	Visit to Schools
January 13, 2014	Sylvan Lake	Red Deer	57	School Visits - Fr. Voisin and Red Deer Schools
January 19, 2014	Sylvan Lake	Red Deer	51	Friendship Meal
January 22, 2014	Sylvan Lake	Red Deer	52	Trustee Appreciation - Black Knight Inn
January 23, 2014	Sylvan Lake	Innisfail	96	Meet the Minister
January 27, 2014	Sylvan Lake	Stettler	224	ASBA Zone 4 Meeting
January 29, 2014	Sylvan Lake	Olds, Innisfail	184	School Visits
January 30, 2014	Sylvan Lake	RMH return	146	St. Matt's - Inspiring Ed
TOTAL KM'S ON THIS CLAIM			1043	

KILOMETRE CLAIM		
RATE	KILOMETRES	AMOUNT
0.43 ✓	1,043	\$448.49 ✓
UNIT:		\$427.13
GST:		\$21.36
TOTAL (Reimbursement)		\$448.49 ✓

SIGNATURES ON ORIGINALS

Applicant Signature

SIGNATURES ON ORIGINALS

Admin Approval / Signature

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Regional Schools

MILEAGE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES

Cheque Payable To: Liam McNiff

DATE: 03-Mar-14

DATE	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL		
February 4, 2014	Sylvan lake	Montfort Centre	48	Board meeting		
February 7, 2014	Sylvan lake	Montfort Centre	48	Board Retreat		
February 18, 2014	Sylvan lake	Calgary	168	Inspiring Education		
February 19, 2014	Calgary	Sylvan Lake	168	Inspiring Education -- return		
February 20, 2014	Sylvan lake	Red Deer College	52	Teachers Convention		
February 21, 2014	Sylvan lake	Montfort Centre	48	Meeting with MLAs		
TOTAL KM'S ON THIS CLAIM			532 ✓	KILOMETRE CLAIM		
RATE		KILOMETRES	AMOUNT			
0.44 ✓		532	\$234.08			
UNIT:			\$222.93			
GST:			\$11.15			
TOTAL (Reimbursement)			\$234.08			

SIGNATURES ON ORIGINALS

Applicant Signature

SIGNATURES ON ORIGINALS

Admin Approval / Signature



**EXPENSE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES**

Cheque Payable To: Liam McNiff
(Trustee Name)

Enter information in yellow cells

DATE: May5/13

****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
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Total A:			\$ -	\$ -	\$ -

B: MILEAGE						
Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Feb5/13	48	0.44	\$ 21.12	\$ 1.01	\$ 20.11	Board Meeting - Montfort Centre
Feb6/13	54	0.44	\$ 23.76	\$ 1.13	\$ 22.63	Mass - Sacred Heart
Feb15/13	48	0.44	\$ 21.12	\$ 1.01	\$ 20.11	Student Hearing - Montfort Centre
Feb25/13	62	0.44	\$ 27.28	\$ 1.30	\$ 25.98	Meeting with Minister - Notre Dame HS
Total B:			\$ 93.28	\$ 4.44	\$ 88.84	

UNIT Total (A+B): \$ 88.84
 GST/HST Total (A+B): \$ 4.44
 TOTAL CLAIM / CHQ: \$ 93.28

Signatures on Originals

 Trustee Signature

Signatures on Originals

 Admin Approval / Signature

Central Office Use: