



Red Deer Catholic Regional Schools

EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

Cheque Payable To: Anne Marie Watson
(Trustee Name)

Inw #

Enter information in yellow cells

DATE: Nov. 21, 2014

NOV/14 - WESTIN

2 pages

web

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

A: RECEIPTS		Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
Date	Vendor				
Nov. 18, 2014	Westin	accommodation	\$ 700.56	\$ 32.12	\$ 668.44
Nov. 18, 2014	City of Edmonton	parking	\$ 96.00	\$ 4.57	\$ 91.43
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
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			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Total A:			\$ 796.56	\$ 36.69	\$ 759.87

*ASBA
ACSTA*

B: MILEAGE

Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Nov. 14, 2014	154	0.43	\$ 66.22	\$ 3.15	\$ 63.07	ACSTA & ASBA meeting/conference
Nov. 18, 2014	154	0.43	\$ 66.22	\$ 3.15	\$ 63.07	ACSTA & ASBA meeting/conference
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
Total B:			\$ 132.44	\$ 6.31	\$ 126.13	

UNIT	Total (A+B):	\$	886.00
GST/HST	Total (A+B):	\$	43.00
TOTAL CLAIM / CHQ:		\$	929.00

[Signature]
Trustee Signature

[Signature]
Admin Approval / Signature

Central Office Use:

0.00

700.56+
96.00+
796.56**

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

WESTIN®
 HOTELS & RESORTS

Watson, Anne Marie Page Number 1 Invoice Nbr 1000199124
 AB Catholic School Trustees Guest Number 830691 Arrive Date 11-14-2014 17:11
 4241 53 ST Folio ID A Depart Date 11-18-2014 08:44
 RED DEER, AB T4N 2E1 No. Of Guest 1 Agent NELLROD2
 Room Number 417
 Invoice

Date	Reference	Description	Charges	Credits
11-14-2014	RT417	Room Charge	\$156.00	
11-14-2014	RT417	GST	\$8.03	
11-14-2014	RT417	DMF	\$4.68	
11-14-2014	RT417	Tourism Levy	\$6.43	
11-15-2014	RT417	Room Charge	\$156.00	
11-15-2014	RT417	GST	\$8.03	
11-15-2014	RT417	DMF	\$4.68	
11-15-2014	RT417	Tourism Levy	\$6.43	
11-16-2014	RT417	Room Charge	\$156.00	
11-16-2014	RT417	GST	\$8.03	
11-16-2014	RT417	DMF	\$4.68	
11-16-2014	RT417	Tourism Levy	\$6.43	
11-17-2014	RT417	Room Charge	\$156.00	
11-17-2014	RT417	GST	\$8.03	
11-17-2014	RT417	DMF	\$4.68	
11-17-2014	RT417	Tourism Levy	\$6.43	
11-18-2014	MC	Mastercard		\$-700.56
	** Total		\$700.56	\$-700.56
	** Balance		\$-0.00	

EXPENSE SUMMARY REPORT
 Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
11-14-2014	\$156.00	\$8.03	\$6.43	\$0.00	\$0.00	\$4.68	\$175.14	\$0.00
11-15-2014	\$156.00	\$8.03	\$6.43	\$0.00	\$0.00	\$4.68	\$175.14	\$0.00
11-16-2014	\$156.00	\$8.03	\$6.43	\$0.00	\$0.00	\$4.68	\$175.14	\$0.00
11-17-2014	\$156.00	\$8.03	\$6.43	\$0.00	\$0.00	\$4.68	\$175.14	\$0.00
11-18-2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-700.56
Total	\$624.00	\$32.12	\$25.72	\$0.00	\$0.00	\$18.72	\$700.56	\$-700.56

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11/21/14 13:44 IN 2 M 35 1904 0201
 11/17/14 17:01 IN 1 M 07 15/18/14 13:44 010
 11/17/14 17:01 IN 1 M 07 15/18/14 13:44 010
 11/17/14 17:01 IN 1 M 07 15/18/14 13:44 010
 11/17/14 17:01 IN 1 M 07 15/18/14 13:44 010

WESTIN EDMONTON
 10135 100 STREET
 EDMONTON, AB T5J 0N7
 CANADA