



web

RED DEER CATHOLIC SCHOOLS EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

Cheque Payable To: David Bouchard
(Trustee Name)

DATE: 27-Jan-15

Inv #
JAN/15-MILEAGE

Enter information in yellow cells

****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
26-Jan-15	176	0.44 <i>0.38</i>	\$ 66.88 <i>77.44</i>	\$ 3.69 <i>3.18</i>	\$ 63.70 <i>73.75</i>	<i>ASBA ZONE 4 MEETING</i>
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
	0	0.44	\$ -	\$ -	\$ -	
Total B:			\$ <i>77.44</i>	\$ <i>3.69</i>	\$ <i>73.75</i>	

	<i>66.88</i>	<i>3.18</i>	<i>63.70</i>	UNIT Total (A+B):	\$ <i>73.75</i>
				GST/HST Total (A+B):	\$ <i>3.18</i> 3.69
				TOTAL CLAIM / CHQ:	\$ <i>77.44</i>
					<i>66.88</i>

Trustee Signature

[Signature]
Admin Approval / Signature

Central Office Use:

Central Office Use Only:
68% of GST/HST = \$ 2.51

RECEIVED
MAR 02 2015