



Red Deer Catholic  
Regional Schools

MILEAGE CLAIM REIMBURSEMENT  
BOARD OF TRUSTEES

*web*

*copy*

Cheque Payable To: Anne Marie Watson

DATE: Oct. 22, 2015

DATE	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Sep. 16, 2015	Red Deer	St. Marguerite's	64.8	meeting with reporter/photographer
Oct. 20, 2015	Red Deer	St. Gregory the Gre	43	blessing/sod-turning ceremony
TOTAL KM'S ON THIS CLAIM			107.8	KILOMETRE CLAIM

RATE	KILOMETRES	AMOUNT
0.50	107.8	\$53.90
<b>UNIT:</b>		\$51.33
<b>GST:</b>		\$2.57
<b>TOTAL (Reimbursement)</b>		\$53.90

*anne watson*  
Trustee Signature

*AMW*  
Central Office Admin Approval / Signature

Central Office Use:



Red Deer Catholic Regional Schools

# EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

*web*  
*copy*

Cheque Payable To: Anne Marie Watson  
(Trustee Name)

DATE: Nov. 19/ 2015

INVT  
11/19/15 - ACSTA  
ASBA

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
Nov. 13-17, 2015	Westin Hotel, Edmonton	accommodation	\$ 830.80	\$ <del>38.12</del>	\$ <del>792.68</del> 830.80
Nov. 17, 2015	City of Edmonton	parking	\$ 91.00	\$ 4.33	\$ 86.67
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
<b>Total A:</b>			<b>\$ 921.80</b>	<b>\$ <del>4.33</del></b>	<b>\$ 917.47</b>

B: MILEAGE						
Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Nov. 13-17, 2015	312	0.50	\$ 156.00	\$ 7.43	\$ 148.57	ACSTA & ASBA meeting/conference
	0	0.50	\$ -	\$ -	\$ -	
	0	0.50	\$ -	\$ -	\$ -	
	0	0.50	\$ -	\$ -	\$ -	
	0	0.50	\$ -	\$ -	\$ -	
<b>Total B:</b>			<b>\$ 156.00</b>	<b>\$ 7.43</b>	<b>\$ 148.57</b>	

UNIT Total (A+B): 1027.92  
 GST/HST Total (A+B): \$ 49.88 ~~44.76~~  
 TOTAL CLAIM / CHQ: \$ 1,077.80

*anne marie watson*  
Trustee Signature

*[Signature]*  
Admin Approval / Signature

Central Office Use:

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454



Anne Marie Watson  
 Alberta Teachers Assn Ga  
 4241 53 ST  
 RED DEER, AB T4N 2E1  
 Canada

Page Number : 1 Invoice Nbr : 27649522  
 Guest Number : 941919  
 Folio ID : A  
 Arrive Date : 13-NOV-15 16:54  
 Depart Date : 17-NOV-15 08:32  
 No. Of Guest : 1  
 Room Number : 1302  
 Club Account : SPG - Axxxxxxx4462

Copy Tax Invoice

Tax ID : 815461330RT0001  
 The Westin Edmonton 17-NOV-15 08:40 SHUAKAD

Date	Reference	Description	Charges (CAD)	Credits (CAD)
13-NOV-15	RT1302	Room Charge	185.00	
13-NOV-15	RT1302	GST	9.53	
13-NOV-15	RT1302	Destination Marketing Fee	5.55	
13-NOV-15	RT1302	Tourism Levy	7.62	
14-NOV-15	RT1302	Room Charge	185.00	
14-NOV-15	RT1302	GST	9.53	
14-NOV-15	RT1302	Destination Marketing Fee	5.55	
14-NOV-15	RT1302	Tourism Levy	7.62	
15-NOV-15	RT1302	Room Charge	185.00	
15-NOV-15	RT1302	GST	9.53	
15-NOV-15	RT1302	Destination Marketing Fee	5.55	
15-NOV-15	RT1302	Tourism Levy	7.62	
16-NOV-15	8413	Share Restaurant	15.00	
16-NOV-15	8413	Share Restaurant		-15.00
16-NOV-15	RT1302	Room Charge	185.00	
16-NOV-15	RT1302	GST	9.53	
16-NOV-15	RT1302	Destination Marketing Fee	5.55	

Continued on the next page

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454

# WESTIN®

HOTELS & RESORTS

Anne Marie Watson  
 Alberta Teachers Assn Ga  
 4241 53 ST  
 RED DEER, AB T4N 2E1  
 Canada

Page Number : 3 Invoice Nbr : 27649522  
 Guest Number : 941919  
 Folio ID : A  
 Arrive Date : 13-NOV-15 16:54  
 Depart Date : 17-NOV-15 08:32  
 No. Of Guest : 1  
 Room Number : 1302  
 Club Account : SPG - Axxxxxxx4462

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
11-16-2015	185.00	9.53	7.62	0.00	0.00	5.55	207.70	0.00
11-17-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-830.80
<b>Total</b>	<b>740.00</b>	<b>38.12</b>	<b>30.48</b>	<b>0.00</b>	<b>0.00</b>	<b>22.20</b>	<b>830.80</b>	<b>-830.80</b>

CITY OF EDMONTON  
 LIBRARY PARKADE  
 GST # 119326270 RT0001

Rcpt# 28336  
 11/17/15 10:14 LH 2 AM 15 Txn# 96311  
 11/13/15 16:41 In 11/17/15 10:14 Out  
 Tkt# 745422  
 Regular Rate \$ 86.67  
 Total Tax \$ 4.33  
 Total Fee \$ 91.00  
 CASH PAID \$ 91.00-  
 Cash Tender \$ 101.00  
 Change Due \$ 10.00

THANK YOU  
 COME AGAIN