



Red Deer Catholic
Regional Schools

EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

well
copy

Cheque Payable To: David Bouchard
(Trustee Name)

DATE: Nov 25, 2015

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	Westin	Hotel	\$ 476.30	\$ 70.78	\$ 405.52
			\$ -	\$ 21.96	\$ 454.34
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Total A:			\$ 476.30	\$ 21.96	\$ 454.34

B: MILEAGE						
Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Nov 13-15	335	0.50	\$ 167.50	\$ 2.98	\$ 159.52	Travel to Edmonton
	0	0.50	\$ -	\$ -	\$ -	return
	0	0.50	\$ -	\$ -	\$ -	

MB

UNIT	613.86
GST	29.94
Total	643.80

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

David Bouchard	Page Number : 1	Invoice Nbr: 27649007
AB Catholic School Trustees	Guest Number: 941897	Arrive Date: 13-NOV-15 14:28
364-5140 62 ST	Folio ID : A	Depart Date: 15-NOV-15 10:29
RED DEER, AB T4N 6R1	No. Of Guest: 1	
	Room Number : 1107	
Email: juanita.heidt@rdcrs.ca	Room Rate : 185.00	
ACK13A - ACSTA 2015	Club Account: SPG - Axxxxxxxx3930	

Tax Invoice

Tax ID: 815461330RT0001
 The Westin Edmonton 15-NOV-15 10:29 JENNSOL1

Date	Reference	Description	Charges	Credits
13-NOV-15	RT1107	Room Charge	185.00	
13-NOV-15	RT1107	GST	9.53	
13-NOV-15	RT1107	Destination Marketing Fee	5.55	
13-NOV-15	RT1107	Tourism Levy	7.62	
13-NOV-15	RT1107	Parking Self	29.00	
13-NOV-15	RT1107	GST	1.45	
14-NOV-15	RT1107	Room Charge	185.00	
14-NOV-15	RT1107	GST	9.53	
14-NOV-15	RT1107	Destination Marketing Fee	5.55	
14-NOV-15	RT1107	Tourism Levy	7.62	
14-NOV-15	RT1107	Parking Self	29.00	
14-NOV-15	RT1107	GST	1.45	
15-NOV-15	MC	Mastercard		-476.30
		** Total	476.30	-476.30
		*** Balance	-0.00	

Continued on the next page

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Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

David Bouchard	Page Number :	2	Invoice Nbr:	27649007
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364-5140 62 ST	Folio ID :	A	Depart Date:	15-NOV-15 10:29
RED DEER, AB T4N 6R1	No. Of Guest:	1		
	Room Number :	1107		
Email: juanita.heidt@rdcrs.ca	Room Rate :	185.00		
ACK13A - ACSTA 2015	Club Account:	SPG - Axxxxxxxx3930		

Date	Total	Food\Bev
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Total		