Red Deer Catholic Regional Schools

EXPENSE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES

Inv#

Cheque Payable To: Guy Pelletier
(Trustee Name)

DEC/16 - MILEAGE

Enter information in yellow cells

DATE: 8-Dec-16

****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
12/7/2016	310	0.50	$ 155.00	$ 7.38	$ 147.62	to Edmonton w/ Paul, Ryan to Archbishop mtg
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
		Total B:	**$ 155.00**	**$ 7.38**	**$ 147.62**	

UNIT Total (A+B):	**$**	**147.62**
GST/HST Total (A+B):	**$**	**7.38**
TOTAL CLAIM / CHQ:	**$**	**155.00**

6510-41 —— 03965-80

Trustee Signature

Admin Approval / Signature

Central Office Use:

Version: 1-2013 February 1, 2013 Trustee

Central Office Use Only:
68% of GST/HST = $ 5.02