Red Deer Catholic Regional Schools

EXPENSE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES

Inv#
Feb 28 - Mar 12/18 - MILEAGE
CHARTWELL

Cheque Payable To: Anne Marie Watson
(Trustee Name)

Enter Information in yellow cells

DATE: 13-Mar-18

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
Mar. 1/18	Chartwells	Starbucks gift card	$ 50.00	$ -	$ 50.00
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
		Total A:	**$ 50.00**	**$ -**	**$ 50.00**

B: MILEAGE

Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Feb. 28/18	302	0.50	$ 151.00	$ 7.19	$ 143.81	Edmonton: media training
Mar. 7/18	162	0.50	$ 81.00	$ 3.86	$ 77.14	RMH: meeting with Wild Rose School Board
Mar. 12/18	76	0.50	$ 38.00	$ 1.81	$ 36.19	Innisfail: signing of VTRA Protocol
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
	540	**Total B:**	**$ 270.00**	**$ 12.86**	**$ 257.14**	

UNIT Total (A+B):	$	307.14
GST/HST Total (A+B):	$	12.86
TOTAL CLAIM / CHQ:	$	320.00

Trustee Signature

Admin Approval / Signature

Central Office Use:

6510-41 — 03964-80

Version: 1-2013 February 1, 2013 Trustee

Central Office Use Only:
68% of GST/HST = $ 8.74

Chartwells

Red Deer College
Compass Group Canada Ltd.
67501/RDC Starbucks
100 College Blvd, Box 5005
Date: Mar 01, 2018 13:32:56
Table: Cas-8257212
TableTransId: 8257212
TransId: 8257212
Server: Michelle, Michelle

Subtotal	0.00
Total	0.00
IGift(Act)	50.00
MASTER(Completed)	-50.00
Balance	0.00

iGiftCard Balance: 50.00

****
Order Num: Cas-8257212
****

To: Lori Nagy, Edmonton Catholic Schools

khaled khaznaji
Food services Director
Cell: 403-821-3518
khaled.khaznaji
@compass-canada.com

Red Deer Catholic Regional Schools

EXPENSE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES

Inv#
04/23/18 - DELTA

Cheque Payable To: Anne Marie Watson
(Trustee Name)

Enter information in yellow cells

DATE: 23-Apr-18

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
Apr 20-22/18	Delta Hotels	accommodations	$ 334.56	$ 15.34	$ 319.22
Apr 20/18	Aurora	meal	$ 16.80	$ 0.80	$ 16.00
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
		Total A:	**$ 351.36**	$ 16.14	$ 335.22

B: MILEAGE

Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
Apr 20-22/18	308	0.50	$ 154.00	$ 7.33	$ 146.67	
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
	0	0.50	$ -	$ -	$ -	
		Total B:	**$ 154.00**	**$ 7.33**	**$ 146.67**	

UNIT	Total (A+B):	$ 481.89
GST/HST	Total (A+B):	$ 23.47
TOTAL CLAIM AMOUNT		$ **505.36**

6510-41

-80

Trustee Signature

Admin Approval / Signature

Central Office Use:

Version: 1-2013 February 1, 2013 Trustee

Central Office Use Only:
68% of GST/HST = $ 30.39

DELTA
HOTELS
MARRIOTT

EDMONTON SOUTH
CONFERENCE CENTRE

4404 Gateway Boulevard NW, Edmonton, Alberta, T6H 5C2
Tel: 780-434-6415 Fax: 780-436-9247

Red Deer Catholic Regional Schools
Mrs Annemarie Watson
4241 53rd St
Red Deer AB T4N 2E1
Canada

Room:	0718
Folio:	
Cashier:	35
Arrival:	04-20-18
Departure:	04-22-18

Group: AB School Council's Association Attendee

Date	Description	Additional Information		Charges	Credits
04-20-18	Room Charge			149.00	
04-20-18	Room Destination Marketing Fee			4.47	
04-20-18	Room GST			7.67	
04-20-18	AB Tourism Levy			6.14	
04-21-18	Room Charge			149.00	
04-21-18	Room Destination Marketing Fee			4.47	
04-21-18	Room GST			7.67	
04-21-18	AB Tourism Levy			6.14	
04-22-18	Master Card	XXXXXXXXXXXX8925	XX/XX		334.56
			Total	334.56	334.56
			Balance Due	0.00 CDN	

GST Summary	
Registration No: 865717755	
Room	15.34
F&B	0.00
Other	21.22
Total	**36.56**

Guest Signature:_____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

**** AURORA ****
4404 Gateway Blvd
Edmonton, AB
Tel: 780-431-3468
Review Us on TripAdvisor.ca
GST#865717755RT0001

54318 Shayla

CHK 4756 TBL 47/4
GST 1

20 Apr'18 7:13 PM

~~1 ALLEY KAT~~	~~8.95~~
1 TENDERLOIN BITES	16.00
Subtotal:	~~$24.95~~
GST % TAX	~~$1.25~~
7:13 PM	0.80
TOTAL DUE:	~~$26.20~~
	$16.80

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY_____

TOTAL_____

ROOM NUMBER_____

PRINT LAST NAME_____

SIGNATURE_____