

2018/19 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic
Regional Schools

LOCATION / DEPARTMENT Montfort/ Trustee

Inw#
09/29/18 - Marriott/kms

PAYABLE TO: Anne Marie Watson

DATE: Sep. 29, 2018

A: RECEIPTS

Date	Vendor	Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
Sep 28, 2018	Courtyard Marriott	accommodation, meals	\$255.22	11.51	\$255.22
TOTAL THIS CLAIM			\$255.22	\$0.00	\$255.22

243.71
11.51
243.71

B: MILEAGE

Date	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Sep 05, 2018	Red Deer	St. Gregory the Great	32	school council meeting
TOTAL KM'S THIS CLAIM			32	

RATE	TOTAL CLAIM	GST
.50	\$16.00	\$0.76

UNIT Total (A + B): ~~\$270.46~~ *258.95*
 GST/HST Total (A + B): ~~\$0.76~~ *12.27*
 TOTAL CLAIM / CHQ: \$271.22

Applicant Signature

Admin Approval/ Signature

School Office Use:

Purchase Order No:

Authorization:

(secretary)

6510-41 — *03964-80*
 record code (optional)

Central Office / Secretary GST Override	
Adjusted UNIT Amt:	\$270.70
68% of GST/HST:	\$0.52
Total Claim:	\$271.22

Version: 1-17/18 September 01, 2017



Courtyard Calgary South

3750 Market Street SE
Calgary AB T3M 2P2
T 587.349.7599

Anne Marie Watson
5210 61 Street
Red Deer AB T4N6N8
Red Deer Catholic Regiona

Room: 202
Room Type: KSOF
Number of Guests: 1
Rate: \$189.00 Clerk: KSA

Arrive: 27Sep18 Time: 05:01PM Depart: 28Sep18 Time: 07:39AM Folio Number: 86818

Date	Description	Charges	Credits
27Sep18	Restaurant Room Charge	29.48	
27Sep18	Room Charge	189.00	
27Sep18	Gst	9.73	
27Sep18	Hotel Levy	7.79	
27Sep18	Destination Marketing Fee	5.67	
28Sep18	Restaurant Room Charge	13.55	
28Sep18	Master Card		255.22
	<i>Card #: MCXXXXXXXXXXXX8925XXXX</i>		
	<i>Amount: 255.22 Auth: 04273Z Signature on File</i>		
	<i>This card was electronically swiped on 27Sep18</i>		
	Balance:	0.00	

Rewards Account # XXXXX4270. Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

See our "Privacy & Cookie Statement" on Marriott.com.

COURTYARD BY MARRIOTT
Calgary South
3750 Market St. SE
Calgary, AB, T3J 4V8
587-349-7599

B I S T R O eat drink connect
113561 HELEN 1

CHK 3739 TBL 5/2
GST 1
28 Sep'18 7:03 AM

1 VANILLA OATMEAL 8.00
1 COFFEE VERONA 3.00

SUBTOTAL \$11.00
TAX \$0.55
7:04 AM
TOTAL DUE \$11.55

PLEASE COMPLETE FOR ROOM CHARGES
GRATUITY 2.00
TOTAL 13.55
ROOM NUMBER _____
PRINT LAST NAME _____
SIGNATURE _____

COURTYARD BY MARRIOTT
Calgary South
3750 Market St. SE
Calgary, AB, T3J 4V8
587-349-7599

B I S T R O eat drink connect
122589 ASHWIN

CHK 3696 TBL 3/2
GST 1
27 Sep'18 7:10 PM

1 SALMON FILET 24.50
TYPE IN
POTATO/VEGS

SUBTOTAL \$24.50
TAX \$1.23
7:12 PM
TOTAL DUE \$25.73

PLEASE COMPLETE FOR ROOM CHARGES
GRATUITY 3.75
TOTAL 29.48
ROOM NUMBER _____
PRINT LAST NAME _____
SIGNATURE _____

2018/19 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



**Red Deer Catholic
Regional Schools**

Invt#
Sept 30 - Oct 2/18 - mileage

LOCATION / DEPARTMENT Montfort/ Trustee

PAYABLE TO: Anne Marie Watson

DATE: Nov. 23, 2018

B: MILEAGE

Date	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Sep 30, 2018	Red Deer	Prairie Creek Inn	90	trustee retreat
Oct 02, 2018	Prairie Creek Inn	Red Deer	90	trustee retreat
TOTAL KM'S THIS CLAIM			180	
			RATE	TOTAL CLAIM
			.50	\$90.00
				GST
				\$4.29

UNIT Total (A + B): \$85.71 ✓
 GST/HST Total (A + B): \$4.29 ✓
 TOTAL CLAIM / CHQ: \$90.00 ✓

Applicant Signature _____

Admin Approval/ Signature _____

School Office Use:

Purchase Order No: _____

Authorization: _____

(secretary)

6510-41 ——— *03964-80*
 record code (optional)

Central Office / Secretary GST Override	
Adjusted UNIT Amt:	\$87.09
68% of GST/HST:	\$2.91
Total Claim:	\$90.00

2018/19 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



**Red Deer Catholic
Regional Schools**

Inv #
Nov 14-20/18 - Mileage / Westin

LOCATION / DEPARTMENT Montfort/ Trustee

PAYABLE TO: Anne Marie Watson

DATE: Nov. 23, 2018

A: RECEIPTS

Date	Vendor	Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
Nov 20, 2018	Westin	accommodation and parking	\$770.01	44.64	725.37
TOTAL THIS CLAIM			\$770.01	44.64	725.37

B: MILEAGE

Date	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL	
Nov 14, 2018	Red Deer	St. Gregory the Great,	16	school council meeting	
Nov 14, 2018	Blackfalds	Red Deer	16	school council meeting	
Nov 16, 2018	Red Deer	Westin, Edmonton	146	ACSTA & ASBA convention	
Nov 20, 2018	Westin, Edmonton	Red Deer	146	ACSTA & ASBA convention	
TOTAL KM'S THIS CLAIM			324		
			RATE	TOTAL CLAIM	GST
			.50	\$162.00	\$7.71

UNIT Total (A + B): 879.66
 GST/HST Total (A + B): 52.35
 TOTAL CLAIM / CHQ: \$932.01

Applicant Signature _____

Admin Approval/ Signature _____

School Office Use:

Purchase Order No: _____

Authorization: _____

(secretary)

6510-41 ——— 03961-80

record code (optional)

Central Office / Secretary GST Override	
Adjusted UNIT Amt:	\$926.76
68% of GST/HST:	\$5.25
Total Claim:	\$932.01

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
 4241 53 ST
 RED DEER, AB, T4N 2E1
 Canada
 AK16AE - ASBA 2018

Page Number : 1 Invoice Nbr : 27860058
 Guest Number : 1218312
 Folio ID : A
 Arrive Date : 16-NOV-18 18:32
 Depart Date : 20-NOV-18 10:10
 No. Of Guest : 2
 Room Number : 1817
 Club Account : SPG - A0332

Tax Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton NOV-20-2018 10:10 ASHAR399

Date	Reference	Description	Charges (CAD)	Credits (CAD)
16-NOV-18	DEPOSIT	Deposit-VI-6124		-196.47
16-NOV-18	RT1817	Room Charge	175.00	
16-NOV-18	RT1817	GST	9.01	
16-NOV-18	RT1817	Destination Marketing Fee	5.25	
16-NOV-18	RT1817	Tourism Levy	7.21	
16-NOV-18	RT1817	Parking Valet	43.00	
16-NOV-18	RT1817	GST	2.15	
17-NOV-18	RT1817	Room Charge	175.00	
17-NOV-18	RT1817	GST	9.01	
17-NOV-18	RT1817	Destination Marketing Fee	5.25	
17-NOV-18	RT1817	Tourism Levy	7.21	
17-NOV-18	RT1817	Parking Valet	43.00	
17-NOV-18	RT1817	GST	2.15	
18-NOV-18	RT1817	Room Charge	175.00	
18-NOV-18	RT1817	GST	9.01	
18-NOV-18	RT1817	Destination Marketing Fee	5.25	
18-NOV-18	RT1817	Tourism Levy	7.21	
18-NOV-18	RT1817	Parking Valet	43.00	

241.62

Continued on the next page

GST.
44.64

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
 4241 53 ST
 RED DEER, AB, T4N 2E1
 Canada
 AK16AE - ASBA 2018

Page Number : 2 Invoice Nbr : 27860058
 Guest Number : 1218312
 Folio ID : A
 Arrive Date : 16-NOV-18 18:32
 Depart Date : 20-NOV-18 10:10
 No. Of Guest : 2
 Room Number : 1817
 Club Account : SPG - A0332

Date	Reference	Description	Charges (CAD)	Credits (CAD)
18-NOV-18	RT1817	GST	2.15	
19-NOV-18	RT1817	Room Charge	175.00	
19-NOV-18	RT1817	GST	9.01	
19-NOV-18	RT1817	Destination Marketing Fee	5.25	
19-NOV-18	RT1817	Tourism Levy	7.21	
19-NOV-18	RT1817	Parking Valet	43.00	
19-NOV-18	RT1817	GST	2.15	
20-NOV-18	MC	Mastercard-8925		-770.01
** Total			966.48	-966.48
*** Balance			0.00	

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at westin.com/eatwell

Tell us about your stay. www.westin.com/reviews

Continued on the next page

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



Anne Marie Watson
 4241 53 ST
 RED DEER, AB, T4N 2E1
 Canada
 AK16AE - ASBA 2018

Page Number : 3 Invoice Nbr : 27860058
 Guest Number : 1218312
 Folio ID : A
 Arrive Date : 16-NOV-18 18:32
 Depart Date : 20-NOV-18 10:10
 No. Of Guest : 2
 Room Number : 1817
 Club Account : SPG - A0332

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
11-16-2018	175.00	9.01	7.21	0.00	0.00	-146.07	45.15	0.00
11-17-2018	175.00	9.01	7.21	0.00	0.00	50.40	241.62	0.00
11-18-2018	175.00	9.01	7.21	0.00	0.00	50.40	241.62	0.00
11-19-2018	175.00	9.01	7.21	0.00	0.00	50.40	241.62	0.00
11-20-2018	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-770.01
Total	700.00	36.04	28.84	0.00	0.00	5.13	770.01	-770.01

Bring the Westin experience home. Shop WestinStore.com.



Cardholder Activity

Name: JUANITA HEIDT

Account Number: **6124

Cycle End Date: 10/26/2018

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	National Allocation Amounts	Regional	Source Currency	Accounting Code	Currency Amount	Allocation Comment
10/15/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$28.47	CAD	6510-41 03964-80	196.47	dep: AM Watson
10/17/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6510-41 06513-80	196.47	dep: Cynthia Leysen
10/15/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6510-41 06512-80	196.47	dep: Darrine Lindsay
10/16/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6510-41 03509-80	196.47	dep: Adriana Lavigne
10/18/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6510-41 05412-80	196.47	dep: Murray Hollman
10/16/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6510-42 03395-80	196.47	dep: Paul Mason
10/18/2018	WESTIN (WESTIN HOTELS) 780-4263636, AB	\$196.47	\$0.00	\$29.47	CAD	6590-44 000000-00000-80	196.47	refund: charged in error
10/16/2018	EDMONTON MATRIX HOTEL EDMONTON, AB	(\$196.47)	(\$9.36)	\$0.00	CAD	6590-41-000000-00000-80	(196.47)	