

2019/20 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



**Red Deer Catholic
Regional Schools**

Invo #
Aug 27-28/19 - Mileage

LOCATION / DEPARTMENT Montfort/ Trustee

PAYABLE TO: Dorraine Lonsdale

DATE: Oct. 14, 2019

B: MILEAGE

Date	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Aug 27, 2019	Rocky Mtn House	Red Deer	180	Regular Board Meeting - Montfort
Aug 28, 2019	Rocky Mtn House	Red Deer	180	Start Up Day & Opening Mass SJHS
TOTAL KM'S THIS CLAIM			360	
			RATE	TOTAL CLAIM
			.50	\$180.00
				GST
				\$8.57

UNIT Total (A + B): \$171.43 ✓
 GST/HST Total (A + B): \$8.57 ✓
 TOTAL CLAIM / CHQ: \$180.00 ✓

Applicant Signature _____

Admin Approval/ Signature _____

School Office Use:

Purchase Order No: _____
Authorization: _____ (secretary)

6510-41 _____ *06512-80*
 record code (optional)

Central Office / Secretary GST Override	
Adjusted UNIT Amt:	\$174.17
68% of GST/HST:	\$5.83
Total Claim:	\$180.00

2019/20 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



**Red Deer Catholic
Regional Schools**

Inv#
Sept/19 - Mileage

LOCATION / DEPARTMENT Montfort/ Trustee

PAYABLE TO: Dorraine Lonsdale

DATE: Oct. 14, 2019

B: MILEAGE

Date	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Sep 10, 2019	Rocky Mtn House	Sylvan Lake	140	Meet the Teacher & BBQ - EMTS
Sep 17, 2019	Rocky Mtn House	Sylvan Lake	140	Opening Mass - EOLR
Sep 18, 2019	Rocky Mtn House	Sylvan Lake	140	Opening Mass - EMTS
Sep 18, 2019	Rocky Mtn House	Sylvan Lake	140	School Council Meeting - EMTS
Sep 23, 2019	Rocky Mtn House	Ponoka	240	ASBA Zone 4 Meeting
Sep 24, 2019	Rocky Mtn House	Red Deer	180	Regular Board Meeting - Montfort
Sep 29, 2019	Rocky Mtn House	Sanctum Retreat	82	Board Retreat: Sept 29 - Oct 1
			RATE	TOTAL CLAIM
TOTAL KM'S THIS CLAIM			1062	.50
				GST
				\$531.00
				\$25.29

UNIT Total (A + B): \$505.71 ✓
 GST/HST Total (A + B): \$25.29 ✓
 TOTAL CLAIM / CHQ: \$531.00 ✓

Applicant Signature

Admin Approval/ Signature

School Office Use:

Purchase Order No:

Authorization:

(secretary)

6510-41 ——— *06512-80*

record code (optional)

Central Office / Secretary GST Override	
Adjusted UNIT Amt:	\$513.81
68% of GST/HST:	\$17.19
Total Claim:	\$531.00

Version: 1-17/18 September 01, 2017