

## 2021-2022 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic  
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Sharla Heistad

DATE: Mar 29, 2022

Claim Totals		Office Use
Unit Total (A+B)	547.25 <del>\$570.43</del>	Purchase Order #
GST/HST Total (A+B)	26.77 <del>\$203.89</del>	
Adjusted Unit Amount	\$435.37	Authorization
68% of GST/HST	\$138.65	

**Claim Total (Reimbursement): \$574.02**

Applicant Signature

Admin/Approval Signature

X

X

**A: RECEIPTS**

Date	Vendor	Description	Receipt Total	GST & HST	Unit Amount
Mar 06, 2022	Fantasyland Hotel	Room charge	\$164.00	\$0.00	\$164.00
Mar 06, 2022	Fantasyland Hotel	Alberta Tourism Levy	\$6.56	<del>\$6.56</del>	<del>\$0.00</del> 6.56.
Mar 06, 2022	Fantasyland Hotel	GST	\$8.20	\$8.20	\$0.00
Mar 07, 2022	Fantasyland Hotel	Room charge	\$164.00	<del>\$164.00</del>	<del>\$0.00</del> 164.00.
Mar 07, 2022	Fantasyland Hotel	Alberta Tourism Levy	\$6.56	<del>\$6.56</del>	<del>\$0.00</del> 6.56.
Mar 07, 2022	Fantasyland Hotel	GST	\$8.20	\$8.20	\$0.00
			<u>357.52.</u>	<u>16.40</u>	<u>341.12.</u>
Mar 07, 2022	Moxies	Supper	\$19.50	\$0.98	\$18.52
				<u>17.38.</u>	
			<b>Receipts Total</b>		\$377.02
			<b>GST/HST Total</b>		17.38 \$194.50
			<b>Unit Total</b>		359.64 \$482.52

# FANTASYLAND HOTEL

17700 87 AVE  
EDMONTON AB T5T 4V4

Heistad , Sharla  
6033 47 st  
Innisfail, AB t4g 1v8

Confirmation Number: 79118062-1  
Room Number: 510  
Room Type: EXTWN  
No. of Guests: 1

ARRIVAL	DEPARTURE	RATE PLAN	
03/06/2022	03/08/2022	GROUP	

  

DATE	CODE	DESCRIPTION	AMOUNT (CAD)
03/06/2022	RM	Room Charge	164.00
03/06/2022	RT	Alberta Tourism Levy	6.56
03/06/2022	GST	GST 845861368 RT	8.20
03/07/2022	RM	Room Charge	164.00
03/07/2022	RT	Alberta Tourism Levy	6.56
03/07/2022	GST	GST 845861368 RT	8.20
03/08/2022	MC	MasterCard *****5082	(357.52)

TOTAL DUE: 0

**TERMS:** If a credit card was provided upon check-in, a hold was placed on the card for the full amount to be owed to the hotel, plus estimated incidentals. This hold may display as pending for telephone or online banking portals and may not be released for 72 hours or longer after departure at the discretion of your card issuer.

**B: MILEAGE**

<b>Date</b>	<b>From</b>	<b>To</b>	<b>Comment</b>	<b>Distance (km)</b>
Mar 06, 2022	Innisfail	West Edm Mall	Alberta Rural Education Symposium	197
Mar 08, 2022	West Edm Mall	Innisfail	return from ARES to home	197

**Distance Total (km)** 394

**Rate (\$/km after tax)** \$0.50

**GST Total** \$9.39

**Unit Total** \$187.61

**Mileage Total** \$197.00



<b>ASBA Zone 4</b>	<b>INVOICE</b>
5031 50th Street Stettler, AB T0C 2L0 403.742.3331 mthomson@clearview.ab.ca	INVOICE #: 2022-12 DATE: May 2, 2022
TO Red Deer Catholic Regional School 5210 61st Red Deer, AB T4N 6N8	

Description	Amount
EDWIN PARR BANQUET TICKETS	
K. Finnigan      6510-42      ——— 00093-80.	60
C. Leyson      6510-41      ——— 06513-80	60
K. Pasula      6510-41      ——— 06511-80	60
A. Watson      6510-41      ——— 03964-80.	60
S. Heistad      6510-41      ——— 06502-80	60
M. Hollman      6510-41      ——— 05412-80.	60
D. Lonsdale      6510-41      ——— 06512-80.	60
M. LaGrange      6510-41      ——— 06193-80	60
	60
	60
	60
Edwin Parr Nominee Swensrude, Presenter (S. Armstrong) and Nominee Swensrude Guest (tickets provided by Zone 4 ASBA)	n/c
<b>Total</b>	

Make all cheques are payable to **Clearview School Division**

ASBA Zone 4, 5031 50th Street Stettler, AB T0C 2L0

If you have any questions concerning this invoice, contact Meghan Thomson

mthomson@clearview.ab.ca | 403.742.3331 invoice

THANK YOU FOR YOUR PROMPT ATTENTION TO THIS INVOICE!