



Red Deer Catholic Regional Schools

web

3

EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

Cheque Payable To: Diane MacKay
(Trustee Name)

Enter information in yellow cells

DATE: Dec. 14/14

Inu#
NOV/14 - WEST W

****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
Nov. 16/ 14	The Westin Edmonton	ACSTA AGM Accommodation	\$ 350.28	\$ 16.06	\$ 334.22
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Total A:			\$ 350.28	\$ 16.06	\$ 334.22

B: MILEAGE						
Date	Own Auto KMS	Monthly Rate KMS	Total	GST	Unit Amount	Explanation / Function
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
	0	0.43	\$ -	\$ -	\$ -	
Total B:			\$ -	\$ -	\$ -	

UNIT	Total (A+B):	\$	334.22
GST/HST	Total (A+B):	\$	16.06
TOTAL CLAIM / CHQ:		\$	350.28

D MacKay
Trustee Signature

[Signature]
Admin Approval / Signature

Central Office Use:

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

Diane MacKay	Page Number : 2	Invoice Nbr: 1000198722
AB Catholic School Trustees	Guest Number: 830695	Arrive Date: 14-NOV-14 18:24
5210 61 ST	Folio ID : A	Depart Date: 16-NOV-14 11:04
RED DEER, AB T4N 6N8	No. Of Guest: 1	
	Room Number : 1607	
Email: fdmackay@shaw.ca	Room Rate : 156.00	
SBK14A - ACSTA 2014	Club Account: SPG - A42394860390	

As a Starwood Preferred Guest you have earned at least 624 Starpoints for this visit A42394860390
 Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other
14-NOV-14	156.00	8.03	6.43	0.00	0.00	4.68
15-NOV-14	156.00	8.03	6.43	0.00	0.00	4.68
16-NOV-14	0.00	0.00	0.00	0.00	0.00	0.00
Total	312.00	16.06	12.86	0.00	0.00	9.36

Date	Total	Payment
14-NOV-14	175.14	0.00
15-NOV-14	175.14	0.00
16-NOV-14	0.00	-350.28
Total	350.28	-350.28

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

Diane MacKay	Page Number : 1	Invoice Nbr: 1000198722
AB Catholic School Trustees	Guest Number: 830695	Arrive Date: 14-NOV-14 18:24
5210 61 ST	Folio ID : A	Depart Date: 16-NOV-14 11:04
RED DEER, AB T4N 6N8	No. Of Guest: 1	
	Room Number : 1607	
Email: fdmackay@shaw.ca	Room Rate : 156.00	
SBK14A - ACSTA 2014	Club Account: SPG - A42394860390	

Tax Invoice

Tax ID: 815461330RT0001
 The Westin Edmonton 16-NOV-14 11:04 SHUAKAD

Date	Reference	Description	Charges	Credits
14-NOV-14	RT1607	Room Charge	156.00	
14-NOV-14	RT1607	GST	8.03	
14-NOV-14	RT1607	DMF	4.68	
14-NOV-14	RT1607	Tourism Levy	6.43	
15-NOV-14	RT1607	Room Charge	156.00	
15-NOV-14	RT1607	GST	8.03	
15-NOV-14	RT1607	DMF	4.68	
15-NOV-14	RT1607	Tourism Levy	6.43	
16-NOV-14	MC	Mastercard		-350.28
		** Total	350.28	-350.28
		*** Balance	0.00	

FUEL YOUR BODY - It's easy to maintain a healthy lifestyle on the road. Our extensive SuperFoodsRx(TM) menu features nutrient-rich, delicious dishes that fuel your body and give you the focused energy you need. Discover dishes to supercharge your day at westin.com/eatwell

Continued on the next page



Red Deer Catholic
Regional Schools

Welo

**MILEAGE CLAIM REIMBURSEMENT
BOARD OF TRUSTEES**

Cheque Payable To: Diane MacKay

DATE: Dec. 11/14

DATE	Departure Location	Arrival Location	KMS	COMMENTS / PURPOSE OF TRAVEL
Sept. 28/14	Innisfail	Olds	64	Meet with constituents
Sept. 29	Innisfail	Ponoka	192	ASBA Zone 4 meeting
Sept. 30	Innisfail	RD- Montfort	70	School Board meeting
		485.47x		
		5.4		
		105.0		
		23.12**		
		0.0		
		64.00+		
		192.00+		
		70.00+		
		326.00**		
		326.0x		
		0.46=		
		149.96**		
TOTAL KM'S ON THIS CLAIM			326	KILOMETRE CLAIM
		RATE	KILOMETRES	AMOUNT
		0.46	326	\$149.96
UNIT:				\$142.82
GST:				\$7.14
TOTAL (Reimbursement)				\$149.96

D MacKay
Trustee Signature

Central Office Admin Approval / Signature

Central Office Use:

