

EXPENSE CLAIM REIMBURSEMENT BOARD OF TRUSTEES

In 出		
Inv -	NEITA	ETC .
04/30/18-	DEL.	

Cheque Payable To: Cynthia Leyson
(Trustee Name)

Enter information in yellow cells

ITEMIZED RECEIPT OF PURCHASES MUST BE PROVIDED TO OBTAIN RE-IMBURSEMENT

Date	Vendor	Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
4-20 2018	Delta thatels	Hotel Hotel	\$ 36e: 26	\$ 16-90	
			\$	\$	\$
			\$ 4 - 4 - 4	\$	\$ -
			\$ 4.5	\$	\$ -
			\$	\$	\$ -
			\$	\$	\$ -
			\$	\$ -	\$ -
			\$	\$	\$ -
			\$200	\$	\$ -
			\$	\$	\$ -
			\$ 25	\$ -	\$ -
		Total A:	\$ 368 -26	\$ 16 - 90	\$ - 351-36

Date	Own Auto KMS	Monthly Rate KMS	Total		GST			Unit Amount		Explanation / Function		
Apr. Di bar	⊌ 0 9	0.50	\$	75	-70	\$	3-60	\$	72	10	ASB ASM	/Edmortor
	0	0.50	\$		-	\$	-	\$		-		
	O	0.50	\$		-	\$		\$		-		
	O Principal	0.50	\$		_	\$	-	\$		-		
	0=	0.50	\$		-	\$	_	\$		_		
		Total B≇	\$	100	211	\$: 1 ²	-\$	3 (74)	24.5		

UNIT Total (A+B): GST/HST Total (A+B):

CLAIM / CHQ:

Trustee Signature

Admin Approval / Signature

Central Office Use:

Page: 1 of 1



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

Mrs Cynthia Leyson 5210 61 Street Red Deer AB T4N6N8 Canada Room:

1024

Folio:

35

Cashier: Arrival:

04-20-18

Departure:

04-22-18

Group: AB School Council's Association Attendee

40.26

Date	Description	Additional Information	Charges	Credits
04-20-18	Room Charge		164.00	
04-20-18	Room Destination Marketing Fee	•	4.92	
04-20-18	Room GST	·	8.45	
04-20-18	AB Tourism Levy		6.76	
04-21-18	Room Charge		164.00	
04-21-18	Room Destination Marketing Fee	e ::	4.92	
04-21-18	Room GST		8.45	
04-21-18	AB Tourism Levy	•	6.76	
04-22-18	Visa	XXXXXXXXXXXXX0016	XX/XX	368.26
GST Sun	nmary	Total	368.26	368.26
Registration No: 865717755 Room 16.90		Balance I	Due 0.00 CE	ON
F&B	0.00	h		
Other	23.36			

Guest Signature:_

Total



6510-41

MILEAGE CLAIM REIMBURSEMENT **BOARD OF TRUSTEES**

Cheque Payable To: Cynthia Leyson

\$0.00

	DATE	Departure Location	Arrival Location	KMS	COMN	IENTS / PURI	POSE OF TRAVEL
Nay	1-4	Deer Park RD	MAn Lodge Kanamak	+ 223.01	Blueprint	Retreat	2018
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				446.02			
		TOTAL K	M'S ON THIS CLAIM	<u> सर्व ३,०+</u>	KILOMETRE		
						KILOMETRES	
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					· /	446.0:	2
			100 8	20		<u>·</u>	
			- 06513 -8	,_	UNIT:		\$0.00
	6510)-41 ⁻			GST:		\$0.00 //.Жч

Trustee Signature	Central Office Admin Approval / Signature
Central Office Use:	

GST:

TOTAL (Reimbursement