

2021-2022 EXPENSE/MILEAGE CLAIM REIMBURSEMENT



LOCATION/DEPARTMENT: Montfort/Board

PAYABLE TO: Murray Hollman

DATE: Nov 18, 2021

Version 8 - 12 May 2021

Claim Totals		Office Use
Unit Total (A+B):	\$340.64	Purchase Order #:
GST/HST Total (A+B):	\$16.38	
Adjusted Unit Amount:	\$345.88	Authorization:
68% of GST/HST:	\$11.14	
Total Claim (Reimbursement): \$357.02		

A: RECEIPTS

Date	Vendor	Description (Meals / Registration / Other)	RECEIPT TOTAL (includes GST & HST)	GST & HST	Unit Amount
Nov 16, 2021	Delta Hotels	Hotel	\$357.02	\$16.38	\$340.64

Total This Claim:	\$357.02
Total GST:	\$16.38
Total Unit:	\$340.64

B: MILEAGE

No mileage entered.

Applicant Signature

Admin/Approval Signature



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

Mr Murray Hollman
200 Carrington Drive
Red Deer AB T4P 0T4
Canada

Room: 0812
Folio: 164203
Cashier: 108
Arrival: 11-14-21
Departure: 11-16-21

Group: AB School Boards Association FGM Confere

Date	Description	Additional Information	Charges	Credits
11-14-21	Room Charge		159.00	
11-14-21	Room Destination Marketing Fee		4.77	
11-14-21	Room GST		8.19 ✓	
11-14-21	AB Tourism Levy		6.55	
11-15-21	Room Charge		159.00	
11-15-21	Room Destination Marketing Fee		4.77 ✓	
11-15-21	Room GST		8.19 ✓	
11-15-21	AB Tourism Levy		6.55	
11-16-21	Visa	XXXXXXXXXXXX8301 XX/XX		357.02

GST Summary

Registration No: 889835161
Room 16.38
F&B 0.00
Other 22.64
Total 39.02

Total	357.02	357.02
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.