

2023-2024 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustees

PAYABLE TO: Anne Marie Watson

DATE: Nov 03, 2023

Claim Totals

Unit Total (A+B)	362.40	\$356.96
GST/HST Total (A+B)	17.65	\$23.09
Adjusted Unit Amount		\$364.36
68% of GST/HST		\$15.70

Office Use

Purchase Order #:

Authorization:

GL Codes Optional:

Claim Total (Reimbursement): \$380.06

Applicant Signature

Admin/Approval Signature

A: RECEIPTS

Date	Vendor	Description	Receipt Total	GST & HST	Unit Amount
Oct 13, 2023 ✓	Jonathan's, Denham Inn	meal	\$23.94 ✓	\$0.95 ✓	\$22.99 ✓
Oct 14, 2023 ✓	Best Western Denham Inn	accommodations	\$148.23 ✓	6.80 \$12.24	141.43 \$135.99

Receipts Total \$172.17

GST/HST Total 7.75 . ~~\$13.19~~

Unit Total 164.42 ~~\$158.98~~

BEST WESTERN PREMIER
DENHAM INN AND SUITES
5207 50 Avenue
Leduc AB T9E 6V3
780-986-2241

** TRANSACTION RECORD **
Tran. #: 1089
RVC: JONATHANS
Table #: 15
Check #: 397
Group #: 1
Employee #: 152
Employee: LINDSEY

Type: Purchase
Acct: MasterCard
Card #: xxxxxxxxxxxx4767

Amount \$19.95
Tip \$3.99
=====

TOTAL CAD\$23.94

Reference #:
66301547 0016190090 H
Auth. #: 09870J
DENHCS15/W66301547 005
10/13/2023 7:23:28 PM

MASTERCARD
A00000000041010
0000008000

APPROVED - THANK YOU
01-027

No signature required

Customer Copy

IMPORTANT
Retain this copy for
your records

JONATHAN'S
Denham Inn
Leduc, AB 780-986-2241
GST R104119318

152 LINDSEY

Tbl 15/1

Chk 397
Oct13'23 06:19PM

Gst 1

Dine In
1 GRILLED CHEESE 19.00
SUBTOTAL 19.00
TAX 0.95
07:21PM TOTAL DUE 19.95
TIP: 3.99
TOTAL: 23.94
NAME: _____
SIGNATURE: _____
ROOM: _____

===FEEDBACK===
<https://bw.blazeloop.com>

Denham Inn & Suites
5207 50th Avenue
Leduc, AB T9E 6V3

Fax: (780)986-1511
Email: premiergestservices@denhamhotels.com

Phone: (780)986-2241

Web: www.bestwesterndenham.com



PREMIER
BEST WESTERN®

Guest Charges

Best Western Rewards # : 6006637765961404

Folio #: 510299 **Guest : Watson, Anne Marie** Conf #: 445621
Room #: 221 BWR Tier : BASE CRS #: BW 258322908-01
Payment Method : Credit Card Billing Reference :
Rate : Company : ACSTA: Alberta Catholic School Trustees' Association Arrival: 10/13/2023
10/13/2023 \$135.99 5210 61 Street Departure: 10/14/2023
Red Deer, AB T4N 6N8
Next Payment Due: 10/14/2023
Estimated Next Payment Amount:

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
10/13/2023	Room Charge	Auto Posted Rate: RACK		221	\$135.99		\$135.99
10/13/2023	Tourism Levy Tax	Auto Posted Rate: RACK		221	\$5.44		\$141.43
10/13/2023	Room GST Tax	Auto Posted Rate: RACK		221	\$6.80		\$148.23
10/14/2023	Mastercard	MC4767		221		\$148.23	\$0.00
Balance							\$0.00

Tax Summary	
Tourism Levy Tax	\$5.44
Room GST Tax	\$6.80

Additional Estimated Charges (Room, Tax, Other) through 10/13/2023 \$0.00

Credit Card Payment

Payment Type: Credit Card Amount Paid: \$148.23
Account: MC4767 Approval Code: 08027J
Account Holder: WATSON/ANNE Approval Amount: (\$148.23)

GST #104119318

I agree that my liability for all charges is not waived.

Guest Signature

Date	From	To	Comment	Distance (km)
Oct 02, 2023	home	St. Elizabeth	reading to students	7.8
Oct 02, 2023	home	St. Francis	school council meeting	12.6
Oct 13, 2023	home	Montfort	special meeting	7.8
Oct 13, 2023	home	Leduc	ACSTA governance summit	121
Oct 14, 2023	Leduc	home	ACSTA - return trip	121
Oct 16, 2023	home	Montfort	ASBA zone 4	7.8
Oct 17, 2023	home	Montfort	school tours	7.8
Oct 18, 2023	home	Montfort	school tours	7.8
Oct 19, 2023	home	St. Teresa	Bible celebration	11.6
Oct 23, 2023	home	Montfort	board retreat	7.8
Oct 26, 2023	home	St. Lorenzo	grand opening	12.2
Oct 27, 2023	home	Montfort	board meeting	7.8
Oct 31, 2023	home	Montfort	school tours	7.8

Distance Total (km) 340.8

Previous Months YTD (km) 781.3 - 0

New YTD for Next Month (km) 340.80000000000007- 1122.1

GST Total \$9.90

Unit Total

\$197.98

Mileage Total

\$207.89