

Trustee Expense Claim Form

Meal Allowances:
Breakfast \$15.00, Lunch \$20.00., Dinner \$35.00

Attach Original detailed Receipts for all purchases

Mileage rates .54 km @ January 1, 2013
over 5000 kms mileage rate @ .47 km

Date	Meeting/Event	Kms.	Mileage Amount	Meals	Hotel	Other	Gst	Total incl. Gst	G/L Account
Sept	ACSTA Legal Summit Supper Registration	417 x 2 = 834	834						
Nov 16-17	ACSTA Hotel Parking				196.46 x 2 196.46			392.92	
18-20	ASBA x 3 Hotel Parking				Hotel 589.38	666.00		66.00 589.38	
						99.00		99.00	
Oct 4	Blessing St Andre Bessette Board meeting	260	260						
Sept	↓	248	1240						
Oct		248							
Nov		248							
Dec		248							
Jan		248							
Nov 10, 15, 16, Dec 11 & 12	UNIFORM	= 1240	1240					1,929.96	\$3,077.26
Totals		3574	3574		982.30	865			

Teresa Makarewicz

Employee Name and Location
(Please Print)

[Signature]

Employee Signature

Jan 23/19

Date

Mileage: 3574 = \$1,929.96

J. Paszek
Supervisor's Approval

Jan 23, 2019
Date

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada

Tel: 780-426-3636 Fax: 780-428-1454

WESTIN® HOTELS & RESORTS

Teresa Makowecki

VEGREVILLE, AB, T9C 1S8
 AK16AE - ASBA 2018

Page Number
 Guest Number
 Folio ID
 Arrive Date
 Depart Date
 No. Of Guest
 Room Number
 Club Account

1 1218201 Invoice Nbr 27859334
 A 15-NOV-18 21:04
 20-NOV-18 12:01
 2 1417
 SPG - A7430

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton NOV-20-2018 14:47 SDCUN651

Date	Reference	Description	Charges (CAD)	Credits (CAD)
15-NOV-18	DEPOSIT	Deposit-MC-8472		
15-NOV-18	IN	Interac-Debit		
15-NOV-18	RT1417	Room-Charge	175.00	-196.47
15-NOV-18	RT1417	GST	9.01	
15-NOV-18	RT1417	Destination Marketing Fee	5.25	
15-NOV-18	RT1417	Tourism Levy	7.21	
15-NOV-18	RT1417	Parking Self	33.00	
15-NOV-18	RT1417	GST	1.65	
16-NOV-18	RT1417	Parking Self	33.00	
16-NOV-18	RT1417	GST	1.65	
16-NOV-18	RT1417	Room Charge	175.00	
16-NOV-18	RT1417	GST	9.01	
16-NOV-18	RT1417	Destination Marketing Fee	5.25	
16-NOV-18	RT1417	Tourism Levy	7.21	
16-NOV-18	RT1417	Parking Self	33.00	
16-NOV-18	RT1417	GST	1.65	
17-NOV-18	RT1417	Room Charge	175.00	
17-NOV-18	RT1417	GST	9.01	

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WESTIN®

HOTELS & RESORTS

Teresa Makowecki

VEGREVILLE, AB, 19C 1S8
 AK16AE - ASBA 2018

Page Number : 2 Invoice Nbr : 27859334
 Guest Number : 1218201
 Folio ID : A
 Arrive Date : 15-NOV-18 21:04
 Depart Date : 20-NOV-18 12:01
 No. Of Guest : 2
 Room Number : 1417
 Club Account : SPG - A7430

Date	Reference	Description	Charges (CAD)	Credits (CAD)
17-NOV-18	RT1417	Destination Marketing Fee	5.25	
17-NOV-18	RT1417	Tourism Levy	7.21	
17-NOV-18	RT1417	Parking Self	33.00	
17-NOV-18	RT1417	GST	1.65	
18-NOV-18	RT1417	Room Charge	175.00	
18-NOV-18	RT1417	GST	9.01	
18-NOV-18	RT1417	Destination Marketing Fee	5.25	
18-NOV-18	RT1417	Tourism Levy	7.21	
18-NOV-18	RT1417	Parking Self	33.00	
18-NOV-18	RT1417	GST	1.65	
19-NOV-18	RT1417	Room Charge	175.00	
19-NOV-18	RT1417	GST	9.01	
19-NOV-18	RT1417	Destination Marketing Fee	5.25	
19-NOV-18	RT1417	Tourism Levy	7.21	
19-NOV-18	RT1417	Parking Self	33.00	
19-NOV-18	RT1417	GST	1.65	
20-NOV-18	refund	Interac Debit Refund	500.00	
20-NOV-18	IN	Interac-Debit		-993.78

** Total
 *** Balance

1690.25
 -1690.25
 0.00

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