



Employee Expense Claim Form

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

Revised October 2, 2015

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	Explanation if needed
24-May-19	Edwinn Parr Awards	44.0	\$ 23.76					\$23.76	✓
29-May-19	Bishop Breakfast	32.0	\$ 17.28					\$17.28	✓
29-May-19	CCSTA Convention & AGM	402.0	\$ 217.08	55.00				\$272.08	✓ Lunch & Dinner
30-May-19	CCSTA Convention & AGM			70.00				\$70.00	✓ Breakfast, Lunch, Dinner
01-Jun-19	CCSTA Convention & AGM			20.00				\$20.00	✓ Lunch
02-Jun-19	From CCSTA to ASBA AGM	240.0	\$ 129.60	70.00				\$199.60	✓ Breakfast, Lunch, Dinner
June 2-4, 2019	ASBA AGM				328.72		15.70	\$342.42	
04-Jun-19	ASBA AGM	167.0	\$ 90.18		342.72			90.18 \$467.00	
			\$ -						
			\$ -						
			\$ -						
Totals		885.0	477.90	215.00	328.72	-	15.70	\$1,112.14	

342.42

\$1035.32 ✓

Le-Ann Ewaskiw

Employee Name and Location

(Please Print)

Le-Ann Ewaskiw

Employee Signature

Jun. 5, 2019

Date

J. Payal

Supervisor's Approval

June 12, 2019

Date

CAMBRIDGE

HOTEL & CONFERENCE CENTRE
*red deer

Le-Ann Ewaskiw

United States

Room No. : 123
 Arrival : 06-02-19
 Departure : 06-04-19
 Folio No. :
 Conf. No. : 12678
 Cashier No. : 100

Company Name: AB School Boards Association
 Group Name: AB School Boards Association
 H.S.T: 84970-2444 RT0008
INVOICE

Date	Description	Charges	Credits
06-02-19	Room Charge	154.00	
06-02-19	Destination Marketing Fee	3.08	
06-02-19	Tourism Levy	6.28	
06-02-19	Room GST 5%	7.85	
06-03-19	Room Charge	154.00	
06-03-19	Destination Marketing Fee	3.08	
06-03-19	Tourism Levy	6.28	
06-03-19	Room GST 5%	7.85	
06-04-19	Visa XXXXXXXXXXXX8012 XXXX		342.42
Total Charges		342.42	
Total Credits			342.42
Balance			0.00

HST Tax Total: \$ 0.00