

EXPENSE CLAIM FORM - President, VP, Board

DATE March 25, 2015

VE-0490

VENDOR/STAFF#
(as applicable)

100996

NAME
(Claimant/Payee)

Janice Price

Position

President

FIRST

MIDDLE

LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Travel, Gas, Dev. Meetings

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
1	01/28/2015	Travel-General (Pres,VP)	3101	2100	890900	800				Preferred Seat pricing	\$ 50.00	\$ 2.50	\$ 56.50
2	03/20/2015	Travel-General (Pres,VP)	3106	2100	890900	800				Parking - Re: Development Event	\$ 47.25	2.25	\$ 47.25
3	03/20/2015	Travel-General (Pres,VP)	3101	2100	890900	800				Cab - Re: Development Event	\$ 22.00		\$ 22.00
4	03/21/2015	Travel-General (Pres,VP)	3101	2100	890900	800				Gas - Jeep	\$ 84.21	\$ 4.21	\$ 88.42
5			3101	2100									
6			3101	2100									
7			3105	2100									
8			#N/A	2100									\$ -
9			#N/A	2100									\$ -
10			#N/A	2100									\$ -
11			#N/A	2100									\$ -
12			#N/A	2100									\$ -
13			#N/A	2100									\$ -
14			#N/A	2100									\$ -
15			#N/A	2100									\$ -
16			#N/A	2100									\$ -
17			#N/A	2100									\$ -
18			#N/A	2100									\$ -
19			#N/A	2100									\$ -
20			#N/A	2100									\$ -
Total Expenses : A													214.17

GL Code Summary										
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890900	2100	800				160.21	6.71	166.92
3102	Travel-General (BOG)	890900	2100	800				-	-	-
3105	Travel-Accommodation	890900	2100	800				-	-	-
3106	Travel-Meals	890900	2100	800				45.00	2.25	47.25
3107	Travel-Incidentals	890900	2100	800				-	-	-
3810	Hosting	890900	2100	800				-	-	-
3811	Hosting (Alcohol)	890900	2100	800				-	-	-
6132	Travel Advance	890900	2100	800				-	-	-
	Other1	890900	2100	800				-	-	-
	Other2	890900	2100	800				-	-	-
	Other3	890900	2100	800				-	-	-
Total										214.17

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 214.17

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

ENTERED MAR 31 2015

Date _____

Date _____

Date _____

Date _____

Return to Requestor (RTR)	V	Mail to Claimant
Requestor Name (if RTR)		
Requestor Dept (if RTR)		
Prepared by (if not claimant)		

EXPENSE CLAIM FORM - President, VP, Board

VENDOR/ STAFF#
(as applicable)

100996

NAME (Claimant/
Payee)

Janice Price

FIRST MIDDLE LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/ Expense: Travel, Gas, Dev. Meetings

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description
1	1/28/15	Travel-General	3101	2100	890900	800				Preferred Seat pricing
2	3/20/15	Travel-General	3106	2100	890900	800				Parking - Re: Development Event
3	3/20/15	Travel-General	3101	2100	890900	800				Cab - Re: Development Event
4	3/21/15	Travel-General	3101	2100	890900	800				Gas - Jeep
5			3101	2100						
6			3101	2100						
7			3105	2100						
8				2100						
9				2100						
10				2100						
11				2100						
12				2100						
13				2100						
14				2100						
15				2100						
16				2100						
17				2100						
18				2100						
19				2100						
20				2100						
Total Expenses : A										

GL Code Summary										
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	Travel-General	890900	2100	800				158.21	10.71	168.92
3102	Travel-General	890900	2100	800				-	-	-
3105	Travel-Accommod	890900	2100	800				-	-	-
3106	Travel-Meals	890900	2100	800				47.25	-	47.25
3107	Travel-Incidentals	890900	2100	800				-	-	-
3610	Hosting	890900	2100	800				-	-	-
3611	Hosting (Alcohol)	890900	2100	800				-	-	-
6132	Travel Advance	890900	2100	800				-	-	-
	Other1	890900	2100	800				-	-	-
	Other2	890900	2100	800				-	-	-
	Other3	890900	2100	800				-	-	-
Total										214.17

Travel Advance

Balance Due to Claimant

If Travel Advance ex
reimbursed, please
the cas

Claimant's Signatu

Approver's Signatu

Brenda
Approver - Print Name

Janice Price

#1

From: Air Canada <confirmation@aircanada.ca>
Sent: January-28-15 5:08 PM
To: Janice Price
Subject: Janice Price is sending you the itinerary for your next trip from Toronto to Calgary.

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

Confirmation

From: Janice Price

Booking Information

Booking Reference: **QBW8Q5**

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and
Departures
1-888-422-7533

This is your confirmation

Main Contact:

Mrs. Janice Price

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC119	Toronto, Pearson Int'l (YYZ) Tue 10-Mar 2015 10:00 - Terminal 1	Calgary (YYC) Tue 10-Mar 2015 12:18	0	4hr18	320	Tango, S

Passenger Information

1: Mrs Janice Price : Adult (16+), Ticket Number: 0142143453552

Air Canada -
Aeroplan :

Meal Preference : **Regular**

Special Needs: **Person travelling with a pet in the baggage compartment**

Seat Selection: AC119 **14C (Preferred)** Paid

Review additional charges

Seat Selection

Mrs Janice Price	
AC119: 14C - Preferred Seat (Aisle)	50.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	6.50
Grand Total - Canadian dollars	\$56.50

#2

#3

#4

INSERT THIS END UP

316 MERIDIAN ROAD SE
CALGARY, AB T2A 1X2

Parking Joe Loynheed

BANKER'S MALL
CALGARY AB
RECEIPT A1
IN: 20/03/15 09:11
OUT: 20/03/15 15:24
PAID: \$ 47.25

REF. 85
GST No. 887315638RT00
GST INCLUDED



TERMINAL ID: 314-651-442
VEHICLE ID: 0676
DRIVER ID: 9167
GST ACCOUNT #: 887153603
TRIP NUMBER: 2328105
PASSENGERS: 1

03/20/2015
START: 16:48 END: 17:07
DISTANCE: 56.00 RATE: 1

FARE AMOUNT: \$ 20.95

TAX AMOUNT: \$ 1.05

TOTAL: \$ 22.00

TIP AMOUNT: \$

GRAND TOTAL: \$

CASH RECEIPT

THANK YOU
(403)259-9999
WWW.THECHECKERGROUP.COM



M. Rozsa
Event - Cab

Gas in
Jeep

PETRO-CANADA
1840 9TH AVE SE
CALGARY
ALBERTA T2G 0T8
40326916360

GST 0831110523
PC0277406:8932301
MERCHANT ID: 9300714
830
TERMINAL: 028932355
PAYPOINT: 028932301

2015-03-21 09:10

PUMP 05
ULTRA94
LITRES L 76.956
PRICE/L \$ 1.149
FUEL SALES \$ 88.42*

TOTAL OWED \$ 88.42

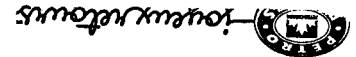
TOTAL PAID
CREDIT CARD \$ 88.42

* GST INCL. \$ 4.21

PURCHASE

000000025010801
0000008000
F800
INVOICE 682797

VERIFIED BY PIN



Visitez petro-points.com ou

Accumulez plus de points plus vite.
Quand vous achetez... Accumulez de plus...
150 à 249 litres par mois 750 Petro-Points
250 litres par mois 1 000 Petro-Points

FAITES GONFLER VOS
POINTS MENSUELS
SUR L'ESSENCE