

**Battle River School Division
EXPENSE CLAIM**

Name: Patrick McFeely -Trustee Mailing Address: _____
n/a if direct deposit established; attach bank info to set-up

Month/Year: November 2023

School/Location: School Board Student Name: _____
for Transportation claims (PUF / International Students)

IMPORTANT:

Expense Claim must be submitted to Division Office **WITHIN TWO MONTHS** from the end of the month the claim is for. Expenses submitted after this date will **NOT** be reimbursed.

ORIGINAL EXPENSE CLAIMS are required for payment. Copies, including forms sent via fax/email, will not be processed

BUS DRIVERS -- Do **NOT** claim field trip expenses (claim on the applicable "Trip Report" form).

INTERNATIONAL STUDENT PROGRAM -- claim mileage/parking only; reimbursement requires **original** parkade receipt.

Date (YYYY Mon DD)	Description	Kms	.68 x Kms	Meals	Other medical renewal, PUF set rate, parking, etc	Total	Account Code
2023/11/21	Hotel Expenses - FGM				526.64	526.64	
2023/11/21	Mileage Expenses - FGM	200	136.00			136.00	

Attach original receipts for expenses claimed

TOTAL 662.64

Signature: _____

Authorized By (Name): _____

Authorized By (Signature): _____

OFFICE USE ONLY	
Total GST: _____	
MEAL ALLOWANCE	
Breakfast:	\$11.00
Lunch:	\$15.00
Dinner:	\$23.50

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



Patrick McFeely
 AL4127 - Alberta School Boards Associat

Page Number : 2 Invoice Nbr : 1000321054
 Guest Number : 1516190
 Folio ID : A
 Arrive Date : 19-NOV-23 15:37
 Depart Date : 21-NOV-23 12:01
 No. Of Guest : 1
 Room Number : 1146
 Marriott Bonvoy Number :

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

Stay well, no matter where you travel. Reconnect with your well-being and find your next destination at westin.com.

Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
11-19-2023	199.00	10.25	8.20	0.00	0.00	45.87	263.32	0.00
11-20-2023	199.00	10.25	8.20	0.00	0.00	45.87	263.32	0.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	398.00	20.50	16.40	0.00	0.00	91.74	526.64	0.00

Bring the Westin experience home. Shop WestinStore.com.

.Eca . Dat : 2 - 1 - 23 2.1
 No. Of Guest : 1
 Room Number : 1146
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 777689332RT0001
 The Westin Edm YEGWI NOV-21-2023 03:10 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-NOV-23	RT1146	Room Chrg - Grp - Association	199.00	
19-NOV-23	RT1146	GST	10.25	
19-NOV-23	RT1146	DMF	5.97	
19-NOV-23	RT1146	Tour Levy	8.20	
19-NOV-23	RT1146	Parking Self	38.00	
19-NOV-23	RT1146	GST	1.90	
20-NOV-23	RT1146	Room Chrg - Grp - Association	199.00	
20-NOV-23	RT1146	GST	10.25	
20-NOV-23	RT1146	DMF	5.97	
20-NOV-23	RT1146	Tour Levy	8.20	
20-NOV-23	RT1146	Parking Self	38.00	
20-NOV-23	RT1146	GST	1.90	
NOV-21-2023	MC	Mastercard		-526.64

Approve EMV Receipt for MC - 0628: PIN Verified
 TC:9AC8D25CC811D464
 IAD:01106772030200002767000000000000FF TVR:0000008000
 AID:A0000000041010 Application Label:MASTERCARD

** Total 526.64 -526.64
 *** Balance 0.00

Continued on the next page

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Patrick McFeely
At 4177 - Alberta School Boards Associat

Page Number : 1
Guest Number : 1516100

Invoice Nbr : 1000321054