07/08

ALBERTA **PERSONAL EXPENSE CLAIM**

CLAIMANT	Jordon Christianson	EMPLOYEE NUMBER	
ADDRESS	[redacted]	DEPARTMENT & BRANCH	ALBERTA MUNICIPAL AFFAIRS
	[redacted]		SPECIAL AREAS BOARD
	[redacted]	OCCUPATION	Chair

DATE 2021	DEPART ARRIVE TIMES	DESCRIPTION OF TRIP AND OTHER EXPENSES	PRIVATE CAR KM	COL "A" MEALS B	L	D	AMOUNT	RECPT'D	TIP	COL "B" OTHER EXPENSE W/ GST	W/O GST
31-Aug	2:00 PM	Depart for Canmore: ARMAA Conference				1	20.75				
1-Sep		Attended ARMAA Conference (meals provided)									
2-Sep		Attended ARMAA Conference (meals provided)									
3-Sep	8:00 PM	Attended; Returned (breakfast provided)	620		1	1	32.35				
3-Sep		Lodging 3 Nights @ $307.97								923.91	
3-Sep		Daily Per Diem, 3 days @ $7.35								22.05	
7-Sep	6:00 AM	Depart for AV, pick up J. Wallsmith then to		1	1		20.80				
7-Sep	3:00 PM	Vauxhall: Irrigation Meeting; Returned	586								
10-Sep	8:00 AM	Depart for Oyen: Meetings then onto AV to meet			1		11.60				
10-Sep	4:30 PM	DM Marchand and tour; Returned	296								
			1,502	GROSS			85.50			945.96	
				LESS G.S.T.			4.07			50.37	
				TOTAL NET CLAIM			81.43			895.59	

GST CALCULATIONS:

***Use GST amount shown if separate on invoice, otherwise do calculation.**

COL	ACTUAL	CALCULATED	
A		85.50 X 5/105 =	4.07
A		X 5/105 =	
B	49.32	22.05 X 5/105 =	50.37
C		758.51 X 5/105 =	36.12
TOTAL G.S.T.=			*$90.56*

COL "C" - KILOMETRE CLAIM

CLASS	RATE	KILOMETRES	AMOUNT
A	0.505	1,502	758.51
LESS: G.S.T.			36.12
TOTAL NET CLAIM			*$722.39*

Expenses not paid by Claimant	
G/L ACCOUNT NUMBER	AMOUNT
2-12-10-00-214 (Membership/Conferenc	
2-12-10-00-211 (Travel & Subs.)	977.02
2-12-10-00-212 (Mileage)	722.39
2-12-10-00-213 (Hospitality)	
6-00-00-00-103 (GST)	90.56
TOTAL	$1,789.97

TOTAL CLAIM (A+B+C)	$1,789.97
LESS: ADVANCES (IF ANY)	
AMOUNT PAYABLE BY CLAIMANT	
AMOUNT DUE TO CLAIMANT	*$1,789.97*

PERIOD COVERED BY THIS CLAIM
FROM: September 1, 2021
TO: September 30, 2021

S. Jones, January 7, 2022
PREPARED BY, DATE

SIGNATURE OF CLAIMANT, DATE
7th January. 2022.

E.O. APPROVAL, DATE
Feb 10/22

The Malcolm Hotel
321 Spring Creek Drive
Canmore, AB T1W 0K3
Ph#1-403-812-0680
info@malcolmhotel.ca

Jordon Christianson
[redacted]

Room	Folio	CheckIn	CheckOut	Balance
(349)	86820	08/31/2021	09/03/2021	0.00
Master Folio		ARMMA 100th Anniversary		

Date	Room	Description / Voucher		Charges	Credits	Balance
08/31/2021	349	Deposit Transfer - Conf: 45929 to Folio: 86820		0.00	1,075.53	-1,075.53
		08/31/2021 Visa [redacted] -1,075.53				
08/31/2021	349	Room Taxable		307.97	0.00	-767.56
08/31/2021	349	Resort Fee - 3.8%		11.70	0.00	-755.86
08/31/2021	349	DMF Fee - 3%		9.24	0.00	-746.62
08/31/2021	349	Alberta Tourism Levy - 4%		13.16	0.00	-733.46
08/31/2021	349	GST - 5%		15.98	0.00	-717.48
08/31/2021	349	GST On DMF Fee - 0.15%		0.46	0.00	-717.02
09/01/2021	349	Room Taxable		307.97	0.00	-409.05
09/01/2021	349	Resort Fee - 3.8%		11.70	0.00	-397.35
09/01/2021	349	DMF Fee - 3%		9.24	0.00	-388.11
09/01/2021	349	Alberta Tourism Levy - 4%		13.16	0.00	-374.95
09/01/2021	349	GST - 5%		15.98	0.00	-358.97
09/01/2021	349	GST On DMF Fee - 0.15%		0.46	0.00	-358.51
09/02/2021	349	Room Taxable		307.97	0.00	-50.54
09/02/2021	349	Resort Fee - 3.8%		11.70	0.00	-38.84
09/02/2021	349	DMF Fee - 3%		9.24	0.00	-29.60
09/02/2021	349	Alberta Tourism Levy - 4%		13.16	0.00	-16.44
09/02/2021	349	GST - 5%		15.98	0.00	-0.46
09/02/2021	349	GST On DMF Fee - 0.15%		0.46	0.00	0.00
		Balance Due				**0.00**
		Summary and Taxes				
		Taxable Sales	923.91			
		Resort Fee - 3.8%	35.10			
		DMF Fee - 3%	27.72			
		Alberta Tourism Levy - 4%	39.48			
		GST - 5%	47.94			
		GST On DMF Fee - 0.15%	1.38			

NC
09/03/2021 11:22 AM

Thank you for staying with us!