ALBERTA **PERSONAL EXPENSE CLAIM** 07/08

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

DATE	DEPART		PRIVATE	COL "A"						COL "B"	
2021	ARRIVE	DESCRIPTION OF TRIP	CAR	MEALS						OTHER EXPENSE	
	TIMES	AND OTHER EXPENSES	KM	B	L	D	AMOUNT	RECPT'D	TIP	W/ GST	W/O GST
3-Dec		Lodging 1 Night @ $139.00 for Fall Advisory Council								156.06	
3-Dec		Daily Per Diem, 1 day @ $7.35								7.35	
6-Dec	8:00 AM	Depart for Oyen: General Administration			1		11.60				
6-Dec	4:30 PM	Returned	232								
20-Dec	6:30 AM	Depart for Edmonton: Meeting w/ ADM		1	1	1	41.55				
20-Dec	7:00 PM	Returned	780								
21-Dec	8:00 AM	Depart for Oyen: General Administration			1		11.60				
21-Dec	4:30 PM	Returned	232								
22-Dec	8:00 AM	Depart for Oyen: Supervisor Roundtable			1		11.60				
22-Dec	4:30 PM	Returned	232								
23-Dec	8:00 AM	Depart for Consort: General Administration									
23-Dec	11:00 AM	Returned	264								
			1,740	GROSS			76.35			163.41	
				LESS G.S.T.			3.64			7.30	
				TOTAL NET CLAIM			72.71			156.11	

GST CALCULATIONS:			
*Use GST amount shown if separate on invoice, otherwise do calculation.			
COL	ACTUAL	CALCULATED	
A		76.35 X 5/105 =	3.64
A		X 5/105 =	
B	6.95	7.35 X 5/105 =	7.30
C		878.70 X 5/105 =	41.84
TOTAL G.S.T.=			*$52.78*

COL "C" - KILOMETRE CLAIM			
CLASS	RATE	KILOMETRES	AMOUNT
A	0.505	1,740	878.70
LESS: G.S.T.			41.84
TOTAL NET CLAIM			*$836.86*

Expenses not paid by Claimant	
G/L ACCOUNT NUMBER	AMOUNT
2-12-10-00-214 (Membership/Conferenc	
2-12-10-00-211 (Travel & Subs.)	228.82
2-12-10-00-212 (Mileage)	836.86
2-12-10-00-213 (Hospitality)	
6-00-00-00-103 (GST)	52.78
TOTAL	$1,118.46

TOTAL CLAIM (A+B+C)	$1,118.46
LESS: ADVANCES (IF ANY)	
AMOUNT PAYABLE BY CLAIMANT	
AMOUNT DUE TO CLAIMANT	*$1,118.46*

PERIOD COVERED BY THIS CLAIM
FROM: December 1, 2021
TO: December 31, 2021

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

SIGNATURE OF CLAIMANT, DATE
7th. January. 2022.

E.O. APPROVAL, DATE
Feb10/22

CANALTA
HOTELS
GST #894648450RT0001

Folio

Canalta Hanna Inn

113 Palliser Trail
Hanna
Alberta, T0J 1P0, Canada
Phone: 1-403-854-2400
Email: canaltahanna@canalta.com

Name: SAB-CHRISTIANSON, JORDON

Phone #: 4032538291
Guest Address: N/A
Room: 128
Rate Plan: Govt
Arrival: Dec 01, 2021 (Wed)

Email: N/A
Company Address: N/A
Room Type: SNKD1
Daily Rate: CAD 139.00
Departure: Dec 02, 2021 (Thu)

Confirmation Number: 60997SC012372
Loyalty Level: N/A
Guests: 1/0
Nights: 1
GTD: VISA [redacted]

Room Rate:

Dec 01, 2021 (Wed) CAD 139.00 per night

Total Estimated Stay Amount: CAD 139.00 + CAD 17.06 Taxes and Fees = CAD 156.06

Date	Code	Description	Amount	Balance
Dec 01, 2021 (Wed)	ROOM	Room Charge	CAD 139.00	CAD 139.00
Dec 01, 2021 (Wed)	DMF	Destination Marketing Fee	CAD 4.17	CAD 143.17
Dec 01, 2021 (Wed)	GST	GST	CAD 6.95	CAD 150.12
Dec 01, 2021 (Wed)	GSTDMF	GST on DMF	CAD 0.21	CAD 150.33
Dec 01, 2021 (Wed)	TLEVY	Tourism Levy	CAD 5.56	CAD 155.89
Dec 01, 2021 (Wed)	TLEVYDMF	Tourism Levy on DMF	CAD 0.17	CAD 156.06
Dec 02, 2021 (Thu)	VISA	VISA [redacted]	CAD (156.06)	CAD 0.00

Summary

Room	Taxes and Fees	F&B	Other	Payments	Balance Due
CAD 139.00	CAD 17.06	CAD 0.00	CAD 0.00	CAD (156.06)	CAD 0.00

Guest Signature:______________________________

By signing above, I agree to these terms and conditions

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