

PERSONAL EXPENSE CLAIM

ALBERTA		PERSONAL EXPENSE CLAIM	
CLAIMANT	Jordon Christianson	EMPLOYEE NUMBER	
ADDRESS		DEPARTMENT & BRANCH	ALBERTA MUNICIPAL AFFAIRS
			SPECIAL AREAS BOARD
		OCCUPATION	Chair

[illegible]**GST CALCULATIONS:**

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

COL	ACTUAL	CALCULATED	
A	 	101.95 X 5/105 =	4.85
A	 	X 5/105 =	
B	 	X 5/105 =	
C	 	1,062.52 X 5/105 =	50.60
TOTAL G.S.T.=			\$55.45

COL "C" - KILOMETRE CLAIM

CLASS	RATE	KILOMETRES	AMOUNT
A	0.505	2,104	1,062.52
LESS: G.S.T.			50.60
TOTAL NET CLAIM			\$1,011.92

PERIOD COVERED BY THIS CLAIM

FROM: January 1, 2022

TO: January 31, 2022

S. Jones, February 4, 2022

PREPARED BY, DATE

SIGNATURE OF CLAIMANT, DATE

4th. February 2022.

E.O. APPROVAL DATE

Expenses not paid by Claimant	
G/L ACCOUNT NUMBER	AMOUNT
2-12-10-00-214 (Membership/Conference)	
2-12-10-00-211 (Travel & Subs.)	97.10
2-12-10-00-212 (Mileage)	1,011.92
2-12-10-00-213 (Hospitality)	
6-00-00-00-103 (GST)	55.45
TOTAL	\$1,164.47

TOTAL CLAIM (A+B+C)	\$1,164.47
LESS: ADVANCES (IF ANY)	
AMOUNT PAYABLE BY CLAIMANT	
AMOUNT DUE TO CLAIMANT	\$1,164.47