12/23

ALBERTA **PERSONAL EXPENSE CLAIM**

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

DATE 2024	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
3-Nov	4:00 PM	Depart for Edm: Fall RMA + Minister Meetings				1	27.00				
4-Nov		Attend RMA Conference + Minister Meeting		1	1	1	57.00				
5-Nov		Attend RMA Conference + Minister Meeting; B/L provided				1	27.00				
6-Nov		Attend RMA, meals provided									
7-Nov		Attend RMA, breakfast provided; Returned	780		1	1	44.00				
7-Nov		Lodging 4 Nights @ $169.00; Parking $32 (Corp Card:$925.20)									
7-Nov		Daily Per Diem, 4 days @ $7.35								29.40	
14-Nov	8:00 AM	Depart for Oyen: General Admin			1		17.00				
14-Nov	4:30 PM	Returned	232								
17-Nov	5:00 PM	Depart for Edm: MA Strategic Planning Session				1	27.00				
18-Nov	7:30 PM	Attend MA Planning Session, Returned via carpool		1	1	1	57.00				
18-Nov		Lodging 1 Night @ $116.10 (Corp Card: $130.34)									
18-Nov		Daily Per Diem, 1 day @ $7.35								7.35	
20-Nov	6:30 AM	Depart for Med Hat: Ag Connections Conference; L provi		1		1	40.00				
20-Nov	8:00 PM	Returned	490								
21-Nov	8:00 AM	Depart for Oyen: General Admin + RDRMUG									
21-Nov	12:00 PM	Returned	232								
22-Nov	8:00 AM	Depart for Oyen: CFSEA Mtg, Consort Medical, Gen Admin			1		17.00				
22-Nov	4:30 PM	Returned	232								
			2,812	GROSS			372.35			36.75	
				LESS G.S.T.			17.73		X	1.75	X
				TOTAL NET CLAIM			354.62			35.00	

GST CALCULATIONS:

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

COL	ACTUAL	CALCULATED	
A	X	372.35 X 5/105 =	17.73
A		X 5/105 =	
B		36.75 X 5/105 =	1.75
C	X	1,546.60 X 5/105 =	73.65
TOTAL G.S.T.=			***$93.13***

COL "C" - KILOMETRE CLAIM

CLASS	RATE	KILOMETRES	AMOUNT
A	0.550	2,812	1,546.60
LESS: G.S.T.			73.65
TOTAL NET CLAIM			***$1,472.95***

Expenses not paid by Claimant G/L ACCOUNT NUMBER	AMOUNT
2-12-10-00-214 (Membership/Conferenc	
2-12-10-00-211 (Travel & Subs.)	389.62
2-12-10-00-212 (Mileage)	1,472.95
2-12-10-00-213 (Hospitality)	
6-00-00-00-103	93.13
TOTAL	$1,955.70

TOTAL CLAIM (A+B+C)	$1,955.70
LESS: ADVANCES (IF ANY)	
AMOUNT PAYABLE BY CLAIMANT	
AMOUNT DUE TO CLAIMANT	*$1,955.70*

PERIOD COVERED BY THIS CLAIM

FROM: November 1, 2024

TO: November 30, 2024

S. Jones, December 11, 2024

PREPARED BY, DATE

SIGNATURE OF CLAIMANT, DATE

18th December 2024

JAN 14/25

E.O. APPROVAL, DATE

ALBERTA

PERSONAL EXPENSE CLAIM CONTINUATION SHEET

This form is to be used only as a supplement to a completed travel expense account - DO NOT USE ALONE.

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

DATE 2024	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
25-Nov	8:00 AM	Depart for Stettler: Minister Neudorf; onto Red Deer for AT									
		Meeting Regional Zone. Returned	386		1	1	32.35				
27-Nov	2:00 PM	Depart for Calgary: ATCO Christmas Reception				1	27.00				
27-Nov	10:00 PM	Returned	460								
		BALANCE FORWARD	846				59.35				

DOUBLETREE by Hilton

DOUBLETREE BY HILTON EDMONTON DOWNTOWN
9576 JASPER AVE
EDMONTON, AB T5H3V3
Canada
TELEPHONE 1-587-525-1234 • FAX
Reservations
www.hilton.com or 1 800 HILTONS

CHRISTIANSON, JORDON

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CANADA

Room No:	814/NKR
Arrival Date:	11/3/2024 8:43:00 PM
Departure Date:	11/7/2024 2:26:00 PM
Adult/Child:	1/0
Cashier ID:	BHARTISHARMA
Room Rate:	169.00
AL:	
HH #	
VAT #	100415605RT0001
Folio No/Che	131808 A

Confirmation Number: 52954887

DOUBLETREE BY HILTON EDMONTON DOWNTOWN 11/28/2024 4:05:00 PM

DATE	REF NO	DESCRIPTION	CHARGES
11/3/2024	518852	PARKINGCKJ1473	$32.00
11/3/2024	518852	GST	$1.60
11/3/2024	518853	GUEST ROOM	$169.00
11/3/2024	518853	TRSM LEVY	$6.96
11/3/2024	518853	DMF	$5.07
11/3/2024	518853	RM GST	$8.70
11/4/2024	519253	PARKINGCKJ1473	$32.00
11/4/2024	519253	GST	$1.60
11/4/2024	519254	GUEST ROOM	$169.00
11/4/2024	519254	TRSM LEVY	$6.96
11/4/2024	519254	DMF	$5.07
11/4/2024	519254	RM GST	$8.70
11/5/2024	519518	GALLERY RESTAURANT #6024634	$31.88
11/5/2024	519778	PARKINGCKJ1473	$32.00
11/5/2024	519778	GST	$1.60
11/5/2024	519779	GUEST ROOM	$169.00
11/5/2024	519779	TRSM LEVY	$6.96
11/5/2024	519779	DMF	$5.07
11/5/2024	519779	RM GST	$8.70
11/6/2024	520339	PARKINGCKJ1473	$32.00
11/6/2024	520339	GST	$1.60
11/6/2024	520340	GUEST ROOM	$169.00
11/6/2024	520340	TRSM LEVY	$6.96
11/6/2024	520340	DMF	$5.07
11/6/2024	520340	RM GST	$8.70
11/7/2024	520676	[redacted]	($925.20)
		BALANCE	$0.00

	Revenue	Tax
Total Invoice Amount	$835.88	$89.32

CREDIT CARD DETAIL

APPR CODE	003402	MERCHANT ID	000100682400
CARD NUMBER	[redacted]	EXP DATE	05/27
TRANSACTION ID	520676	TRANS TYPE	Sale

EDMONTON INN
& CONFERENCE CENTRE

Jordon Christianson
[redacted]
Canada

INFORMATION INVOICE

Room No. : 1534
Arrival : 11-17-24
Departure : 11-18-24

Folio No. :
Conf. No. : 246822776
Cashier No. : 117
Custom Ref. :

Company Name :
Group Name :
Guest Name : Christianson Jordon

Date	Description	Charges	Credits
11-17-24	Room Charge	116.10	
11-17-24	DMF Fee 3%	3.48	
11-17-24	Alberta Tourism Levy 4%	4.78	
11-17-24	GST 5%	5.98	
11-18-24	[redacted]		130.34

Total Charges	130.34	
Total Credits		130.34
Balance		0.00

Merchant ID
Transaction ID 14191490

Credit Card # [redacted]
Credit Card Expiry [redacted]

I have received the goods and/or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part of the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.
(Hotel GST#77150926RT0001)

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