

Trustee Professional Development & Travel Expenses

Trustee - Lola Major

Period- September 1, 2018 - November 30, 2018

Event or Expenditure item	Board Business	Professional Learning	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
Office Expenses	X		17-09-2018 to 16-10-2018				\$ 118.96		\$ 118.96
Office Expenses	X		17-10-2018 to 16-11-2018				\$ 120.96		\$ 120.96
ASBA Fall Conference	X		Nov 18-20, 2018	\$ 410.96	\$ 408.71		\$ 866.25	\$ 600.00	\$ 2,285.92
Office Expenses	X		17-11-2018 to 16-12-2018				\$ 120.96		\$ 120.96
Total				\$ 410.96	\$ 408.71	\$ -	\$ 1,227.13	\$ 600.00	\$ 2,646.80



Suite 1200, 9925 - 109 Street Edmonton, AB T5K 2J8
 Phone: 780.482.7311 Fax: 780.482.5659
 www.asba.ab.ca email: finance@asba.ab.ca

Invoice

Date	Invoice #
11/30/2018	201895

Invoice To

Lethbridge School District No. 51
 433 - 15 Street South
 Lethbridge, AB T1J 2Z5

Terms - Net 30 days

Quantity	Item	Description	Net	Amount
	Registration Fees	Fall General Meeting - as per the attached	3,975.00	3,975.00
		1-710-4100-1000-32		

Sales Tax Summary

GST@5.0% CAD 198.75
 Total Tax CAD 198.75

GST/HST No. 106694268	Total	CAD 4,173.75
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9041N202

Alberta School Boards Association
 2018 ASBA Fall General Meeting
 Nov 18-20, 2018

Company/Organization	Acctg Code	First Name	Last Name	Job Title	RegId	RegType	Description	Reg fee	GST	Total Invoice
Leithridge School District	le01	Clark	Bosch	Chair	010	Member	Full conference - Onsite	\$825.00	\$41.25	\$866.25
Leithridge School District	le01	Cheryl	Gilmore	Superintendent	111159836	Member	Full conference	\$775.00	\$38.75	\$813.75
Leithridge School District	le01	Donna	Hunt	Trustee	111159498	Member	Full conference	\$775.00	\$38.75	\$813.75
Leithridge School District	le01	Christine	Lee	Associate Superintendent, Business Aff	111161901	Member	Full conference	\$775.00	\$38.75	\$813.75
Leithridge School District	le01	Lola	Major	Trustee	005	Member	Full conference - Onsite	\$825.00	\$41.25	\$866.25
Leithridge School District	le01 Total							\$3,975.00	\$198.75	\$4,173.75



Mobile Support Sign Out

LETHBRIDGE PUBLIC SD Welcome Pauline Jongeling

Expense Reimbursement Authorization

Receipts
November Phone & Internet

Review all sections of the form and then complete the last section at the bottom of the page.

TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000117299 - Created: 30-Nov-2018 10:45:54 AM - By: Pauline Jongeling - Processed: 30-Nov-2018 10:45:54 AM - By: Lorraine Major

NAME: Major, Lorraine (12143)

DATES: From: 01-Nov-2018 To: 30-Nov-2018

FUNCTION or MEETING: Phone Internet Check if Travel is in the USA

LOCATION:

EXPENSES:

				Enter GST on Invoice	Section Total
1. MEALS:					
Breakfast	@ \$ 10.00	\$		0.00	
Lunch	@ \$ 15.00	\$		0.00	
Dinner	@ \$ 20.00	\$		0.00	
Gratuity automatically calculated	@ .15 %	\$		0.00	\$ 0.00 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers		\$		\$	
Private Accommodation	@ \$ 20.00	\$		0.00	\$ 0.00 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$		\$	
Taxi Fares - State number of trips.		\$			
OR B) Car Expenses					
KMS	@ \$.505	\$		0.00	\$ 0.00 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher		\$		\$	\$ 0.00 (4)
5. TECHNOLOGY COSTS:					
Office_Costs		\$	120.96	\$ 2.52	\$ 120.96 (5)
For Office Use Only					
GST (Auto Calculated Within)	0.00		TOTAL EXPENSES CLAIMED:	(1+2+3+4+5) \$	120.96
GST on Invoices	2.52		Less: ADVANCE	\$	
Total GST	2.52		NET TOTAL TO BE PAID:	\$	120.96
HONORARIA: Half Day(s) Full Day(s)					
PER DIEM ALLOWANCE: Half Day(s) Full Day(s)					

APPROVAL SECTION

Task ID: 0000117299 - Created: 30-Nov-2018 10:45:54 AM - By: Pauline Jongeling - Processed: 30-Nov-2018 10:57:17 AM - By: Christine Lee
Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000117299 - Created: 30-Nov-2018 10:57:17 AM - By: Christine Lee

Travel & Expense Calculator				
Section	Amount Claimed Less GST	GST	Total	
Meals:	0.00	0.00	0.00	
Hotels:	0.00	0.00	0.00	
Transportation Costs:	0.00	0.00	0.00	
Registration Fees:	0.00	0.00	0.00	
Technology Costs:	118.44	2.52	120.96	
Expenses Claimed:	118.44	2.52	120.96	
			Less: ADVANCE	0.00
U S Dollars:	Exchange Rate:	Exchange	0.00	
NET TOTAL TO BE PAID				120.96

Vendor Number: EM12143 Major, Lorraine

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032 <input checked="" type="checkbox"/> -TRUSTEETRAV-BRDGOV-GEN-BOARD <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	120.96	GST <input checked="" type="checkbox"/>	5.76 <input checked="" type="checkbox"/>

Total Without Taxes: 115.20
 Tax Total: 5.76
 Total With Taxes: 120.96

Authorizer Comment

Invoice Has Not Been Created



November 17, 2018
 [REDACTED]
 Your Account # 200677973 8



Long distance and usage charges

	# OF CALLS	MINS: SECS	COST (\$)
300 min US/CAN LD	2	7:00	\$0.00
Total home phone long distance and usage charges			\$0.00
Total home phone charges			\$46.53

Call details for 403 328-6721

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST (\$)
300 min US/CAN LD				
1 Direct dial	Mon Nov 05 01:45 pm	613 288-9515 OTTAWAHULL ON	1:00	\$0.00
2 Direct dial	Thu Nov 15 09:27 am	587 507-4140 BLACKFALDS AB	6:00	\$0.00
Total			7:00	\$0.00
Total calls for 403 328-6721				\$0.00

Internet

Charges for high speed internet

Regular charges (Nov 17 to Dec 16)

TELUS Internet 15 (included data:200GB)	\$73.00
Loyalty Savings	-\$5.00
TELUS modem/gateway Rental	Free
Total high speed internet regular charges	\$68.00

Usage charges

	USAGE (GB)	COST (\$)
Usage in TELUS Internet 15	27.17	included
Total usage	27.17	
Total high speed internet usage charges		\$0.00
Total internet charges		[REDACTED] 68.00

Service Reconnection Fee Update

Beginning October 1, 2018, for Home Phone customers who are disconnected due to non-payment and then reconnected after payment, the one-time Reconnection Fee is increasing to \$45. To learn more about Service terms and updates, visit telus.com/service/terms

New Home Phone Calling Feature

Your Home Phone service now includes a new, free feature called Call Control that helps you limit the number of unwanted calls you receive. To enable this feature, visit telus.com/mytelus. To learn more about this feature, visit telus.com/support

Commissioner for Complaints for Telecom-television Services

Do you have a complaint regarding your telecommunications services? If so, call us at 310-2255. If we can't resolve your complaint, the independent Commissioner for Complaints for Telecom-television Services (CCTS) may be able to assist you: www.ccts-cprst.ca or 1-888-221-1687.

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the province of supply).

Thank you for being a TELUS customer.

November 16, 2018

Account number: 31631770

Mobile services (continued)

LORRAINE MAJOR
Charges for 403 634-8215

Monthly and other charges (Nov 17 to Dec 16)

L&R YC Prem 50 - 300L \$50.00
Evening&Weekend(6PM-7AM)
includes Free Weekends & Evenings

Family Calling LD
SMS Unlimited

AB 911 Government Fee \$0.44

Total monthly and other charges \$50.44

Add-ons (Nov 17 to Dec 16)

Access to Shared Data Free

Total add-ons \$0.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes, and may include bonus minutes, evening and weekend calling, *611 calls, etc.

Text Msg - Received \$0.00
Total used 1 (Msg)

Data Usage \$0.00
Total used 1.263 (MB)

Local Airtime - Phone (minutes) \$0.00
Included 1:00 (MIN)
Total used 1:00 (MIN)

Total usage charges \$0.00

Total before taxes..... \$50.44

GST \$2.52

Total for 403 634-8215, with taxes..... \$52.96

Airtime Details for 403 634-8215

DATE	NUMBER AND PLACE YOU CALLED	WHERE YOU CALLED FROM	MINS: SECS	LOCAL AIRTIME RATE (\$/MIN)	LOCAL AIRTIME CHARGE (\$)	LONG DISTANCE CHARGE (\$)	OTHER CHARGE (\$)	TOTAL (\$)
Call charges								
1 Thu Nov 15 02:26 pm	226 721-1239 LETHBRIDGE AB	INCOMING	1:00	-	-	-	-	0.00
TOTAL					\$0.00	\$0.00	\$0.00	\$0.00



Mobile Support Sign Out

LETHBRIDGE PUBLIC SD Welcome Pauline Jongeling

Expense Reimbursement Authorization



Receipts



Review all sections of the form and then complete the last section at the bottom of the page.

TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000117081 - Created: 27-Nov-2018 03:42.27 PM - By: Pauline Jongeling - Processed: 27-Nov-2018 03:42.27 PM - By: Lorraine Major

NAME: Major, Lorraine (12143)

DATES: From: 18-Nov-2018 To: 20-Nov-2018

FUNCTION or MEETING: ASBA Conference Check if Travel is in the USA:

LOCATION: Edmonton

EXPENSES:

1. MEALS:					Enter GST on Invoice	Section Total
Breakfast	@ \$	10.00	\$	0.00		
Lunch	@ \$	15.00	\$	0.00		
Dinner	@ \$	20.00	\$	0.00		
Gratuity automatically calculated		@ .15 %	\$	0.00	\$	0.00 (1)
2. HOTELS:						
Hotel: Enter total invoice amount - attach vouchers.			\$	379.46	\$ 17.40	
Private Accommodation	@ \$	20.00	\$	0.00	\$	379.46 (2)
3. TRANSPORTATION COSTS:						
A) Economy Air Fair: Enter total invoice amount - attach receipts			\$	31.50	\$ 1.50	
Taxi Fares - State number of trips.			\$			
OR	B) Car Expenses					
	KMS	@ \$.505	\$	0.00	\$	31.50 (3)
4. REGISTRATION FEES:						
Attach approved receipt or voucher			\$	\$	\$	0.00 (4)
5. TECHNOLOGY COSTS:						
			\$	\$	\$	0.00 (5)
For Office Use Only						
GST (Auto Calculated Within)	0.00	TOTAL EXPENSES CLAIMED:		(1+2+3+4+5)	\$	410.96
GST on Invoices	18.90	Less: ADVANCE			\$	
Total GST	18.90	NET TOTAL TO BE PAID:			\$	410.96

HONORARIA: Half Day(s) Full Day(s)
PER DIEM ALLOWANCE: Half Day(s) *3 of Full Day(s)*

Adjusted by CARRIE M. PJ.

APPROVAL SECTION

Task ID: 0000117081 - Created: 27-Nov-2018 03:42.27 PM - By: Pauline Jongeling - Processed: 27-Nov-2018 06:04.53 PM - By: Christine Lee
 Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000117081 - Created: 27-Nov-2018 06:04:53 PM - By: Christine Lee

Travel & Expense Calculator				
Section	Amount Claimed Less GST	GST	Total	
Meals:	0.00	0.00	0.00	
Hotels:	362.06	17.40	379.46	
Transportation Costs	30.00	1.50	31.50	
Registration Fees	0.00	0.00	0.00	
Technology Costs	0.00	0.00	0.00	
Expenses Claimed	392.06	18.90	410.96	
			Less: ADVANCE	0.00
U.S. Dollars	Exchange Rate	Exchange	0.00	
NET TOTAL TO BE PAID				410.96

Vendor Number: Major, Lorraine

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
<input type="text" value="170104100100032"/> <input checked="" type="checkbox"/> -TRUSTEETRAV-BRDGOV-GEN-BOARD <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	410.96	GST <input checked="" type="checkbox"/>	18.90 <input checked="" type="checkbox"/>

[+ Add GL](#)

Total Without Taxes: 392.06
 Tax Total: 18.90
 Total With Taxes: 410.96

Authorizer Comment

Invoice Has Not Been Created

ADDT WITHDRAW
Lola Major.

TSF to Scotia Momentum VISA fr PC
20339 00404 87

\$410.96

TSF fr PC to Scotia Momentum VISA
4537 002 957 675 051

\$410.96

Withdrawal
20339 00404 87

\$400.00

Cash Received

\$400.00

Handwritten notes:
Here is the
WS
OK

Today Full PreDien.

D
DELTA
 HOTELS

MARRIOTT

10222 - 102 Street, Edmonton, Alberta T5J 4C5
 Tel: 780-429-3900 Fax: 780-421-3259

Lola Major
 118 Silmile Ridge S
 Lethbridge AB T1K 5T2
 Canada

Room: 653
 Follo: 58980
 Cashier: 57
 Arrival: 11-18-18
 Departure: 11-20-18

Date	Description	Additional Information	Charges	Credits
11-18-18	Room Charge		169.00	
11-18-18	Rooms - GST		8.70	
11-18-18	Rooms - Tourism Levy		6.96	
11-18-18	Rooms - Destination Marketing Fee (DM)		5.07	
11-19-18	Room Charge		169.00	
11-19-18	Rooms - GST		8.70	
11-19-18	Rooms - Tourism Levy		6.96	
11-19-18	Rooms - Destination Marketing Fee (DM)		5.07	
11-20-18	Visa	XXXXXXXXXXXX5051	XX/XX	379.46

GST Summary	
Registration No:	878578491
Room	17.40
F&B	0.00
Other	24.06
Total	41.46

Total	379.46	379.46
Balance Due	0.00	CDN

West Jet Bassage \$31.50
 (\$30 + 6st)
 Lost receipt.

I verify I witnessed Purchase
 on personal card.
 Chee

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges



LEEANNES VISIT
1-7010-4200-1000-26
ASBA Fall General Mts.
Nov 18-20, 2018

eTicket Receipt

Prepared For

MAJOR LORRAINE YVONNE MRS. (ADT)

LY

PAID

RESERVATION CODE	WKKJDA
ISSUE DATE	01Oct18
TICKET NUMBER	8382141606343
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/AND
TOUR CODE	ITC206323
FREQUENT FLYER NUMBER	WS556172411

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
18Nov18	WESTJET WS 3003 Operated by: WESTJET LINK BY PACIFIC COASTAL	LETHBRIDGE AB, CANADA Time 11:45	CALGARY INTL AB, CANADA Time 12:30	Fare Family Econo Seat Number 06A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis SAND0ELS Not Valid Before 18NOV18 Not Valid After 18NOV18
18Nov18	WESTJET WS 3225 Operated by: WESTJET ENCORE	CALGARY INTL AB, CANADA Time 15:15	EDMONTON INTL AB, CANADA Time 16:11	Fare Family Econo Seat Number 05D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis SAND0ELS Not Valid Before 18NOV18 Not Valid After 18NOV18
20Nov18	WESTJET WS 3140 Operated by: WESTJET ENCORE	EDMONTON INTL AB, CANADA Time 18:00	CALGARY INTL AB, CANADA Time 19:00	Fare Family Econo Seat Number 06A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis XAQF4ELS Not Valid Before 20NOV18 Not Valid After 20NOV18
20Nov18	WESTJET WS 3004 Operated by: WESTJET LINK BY PACIFIC COASTAL	CALGARY INTL AB, CANADA Time 19:45	LETHBRIDGE AB, CANADA Time 20:38	Fare Family Econo Seat Number 06F - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis XAQF4ELS Not Valid Before 20NOV18 Not Valid After 20NOV18

Allowances

Baggage Allowance

YQL to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- YEG to YQL - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YQL to YYC , YYC to YEG , YEG to YYC , YYC to YQL - 1 Piece (WS - WESTJET)

Carry On Charges

YQL to YYC , YYC to YEG , YEG to YYC , YYC to YQL - (WS - WESTJET)

Payment/Fare Details

Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXXX 4802
Fare Calculation Line	YQL WS X/YYC WS YEA155.00WS X/YYC WS YQL131.00CAD286.00END
Fare	CAD 286.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 16.21 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 45.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 2.25 XG9 (GOODS AND SERVICES TAX (GST))
Total Fare	CAD 387.71

Other Charges

SEAT ASSIGNMENT # 8381502141159 (YQL-YYC / QTY 1, YYC-YEG / QTY 1, YEG-YYC / QTY 1, YYC-YQL / QTY 1)	CAD 20.00
Taxes	CAD 1.00
Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXXX 4802
Total	CAD 21.00
Total Fare and Other Charges	CAD 408.71

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

[Important Legal Notices](#)

Date: 28-Nov-2018
11:59

Lethbridge Public Sd

Page: 1

Expense Form

Number of Uploaded Documents: 1

▼ TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000115821 - Created: 08-Nov-2018 03:31.57 PM - By: Pauline Jongeling - Processed: 08-Nov-2018 03:31.57 PM - By: Lorraine Major

NAME: Major, Lorraine (12143)
DATES: From: 17-Oct-2018 To: 18-Nov-2018
FUNCTION or MEETING: Mobility and Internet Charges **Check if Travel is in the USA:**
LOCATION:

EXPENSES:

				Enter GST on Invoice	Section Total
1. MEALS:					
Breakfast	@ \$ 10.00	\$	0.00		
Lunch	@ \$ 15.00	\$	0.00		
Dinner	@ \$ 20.00	\$	0.00		
Gratuity automatically calculated	@ .15 %	\$	0.00		\$ 0.00 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers:		\$	\$		
Private Accommodation:	@ \$ 20.00	\$	0.00		\$ 0.00 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$		
Taxi Fares - State number of trips:		\$			
OR B) Car Expenses	KMS @ \$ 505	\$	0.00		\$ 0.00 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher		\$	\$		\$ 0.00 (4)
5. TECHNOLOGY COSTS:					
	Office_Costs	\$	120.96	\$ 2.52	\$ 120.96 (5)

For Office Use Only.

GST (Auto Calculated Within):	0.00	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$	120.96
GST on Invoices:	2.52	Less: ADVANCE		\$	
Total GST:	2.52	NET TOTAL TO BE PAID:		\$	120.96

HONORARIA: Half Day(s) Full Day(s)
PER DIEM ALLOWANCE: Half Day(s) Full Day(s)

▼ APPROVAL SECTION

Task ID: 0000115821 - Created: 08-Nov-2018 03:31.57 PM - By: Pauline Jongeling - Processed: 08-Nov-2018 03:35.45 PM - By: Christine Lee

Action Taken: No Objection

▼ ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000115821 - Created: 08-Nov-2018 03:35.45 PM - By: Christine Lee - Processed: 08-Nov-2018 04:06.21 PM - By: Pauline Jongeling

Action Taken: Approve Expense

Travel & Expense Calculator			
Section	Amount Claimed Less GST	GST	Total
Meals	0.00	0.00	0.00
Hotels	0.00	0.00	0.00
Transportation Costs	0.00	0.00	0.00
Registration Fees	0.00	0.00	0.00
Technology Costs	118.44	2.52	120.96
Expenses Claimed:	118.44	2.52	120.96
			Less: ADVANCE
U.S. Dollars	Exchange Rate:	Exchange:	0.00
NET TOTAL TO BE PAID:			120.96

Vendor Number: EM12143 - Major, Lorraine

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032		120.96	1	2.52
Total Without Taxes:				118.44
Tax Total:				2.52
Total With Taxes:				120.96

Authorizer Comment
approved

PAID



October 17, 2018
 Your Account # 200677973 8



Home phone (continued)

Regular charges (continued)

E9-1-1 Provincial Network Fee \$0.09

Total home phone regular charges\$46.53

Long distance and usage charges

	# OF CALLS	MINS: SECS	COST (\$)
300 minutes in US and Canada Long Distance	8	136:00	\$0.00

Total home phone long distance and usage charges\$0.00

Total home phone charges \$46.53

Call details for 403 328-6721

TYPE OF CALL	DATE AND TIME OF CALL	NUMBER AND PLACE YOU CALLED	MINS:SECS	COST (\$)
300 minutes in US and Canada Long Distance				
1 Direct dial	Thu Sep 13 12:26 pm	306 843-2166 WILKIE SK	49:00	\$0.00
2 Direct dial	Mon Sep 17 07:03 pm	403 877-3389 MED HAT AB	11:00	\$0.00
3 Direct dial	Tue Sep 18 01:50 pm	403 647-2694 MILK RIVER AB	1:00	\$0.00
4 Direct dial	Tue Sep 18 02:18 pm	403 527-8161 MED HAT AB	3:00	\$0.00
5 Direct dial	Fri Oct 05 07:11 pm	403 563-7455 CROWSNSTPS AB	1:00	\$0.00
6 Direct dial	Fri Oct 05 07:12 pm	403 563-3291 CROWSNSTPS AB	2:00	\$0.00
7 Direct dial	Sun Oct 07 06:51 pm	306 843-2166 WILKIE SK	54:00	\$0.00
8 Direct dial	Tue Oct 16 09:52 am	403 866-6974 MED HAT AB	15:00	\$0.00
Total			136:00	\$0.00
Total calls for 403 328-6721.....				\$0.00

Internet

Charges for high speed internet

Regular charges (Oct 17 to Nov 16)

TELUS Internet 15 (included data:200GB) \$73.00
 Loyalty Savings -\$5.00
 TELUS modem/gateway Rental Free

Total high speed internet regular charges\$68.00

Usage charges

	USAGE (GB)	COST (\$)
Usage in TELUS Internet 15	29.05	Included
Total usage	29.05	

Additional high speed internet usage charges.....\$0.00

Total internet charges \$68.00

Service Reconnection Fee Update

Beginning October 1, 2018, for Home Phone customers who are disconnected due to non-payment and then reconnected after payment, the one-time Reconnection Fee is increasing to \$45. To learn more about Service terms and updates, visit telus.com/service/terms

October 16, 2018

Account number: 31631770

Mobile services (continued)

LORRAINE MAJOR
Charges for 403 634-8215

Monthly and other charges (Oct 17 to Nov 16)

L&R YC Prem 50 - 300L	\$50.00
Evening&Weekend(6PM-7AM)	
includes Free Weekends & Evenings	
Family Calling LD	
SMS Unlimited	
AB 911 Government Fee	\$0.44
Total monthly and other charges	\$50.44

Add-ons (Oct 17 to Nov 16)

Access to Shared Data	Free
Total add-ons	\$0.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes, and may include bonus minutes, evening and weekend calling, *611 calls, etc.

Data Usage	\$0.00
Total used 0.885 (MB)	
Text Msg - Received	\$0.00
Total used 1 (Msg)	
Text Msg - Sent	\$0.00
Total used 1 (Msg)	
Total usage charges	\$0.00

Total before taxes \$50.44

GST \$2.52
Total for 403 634-8215, with taxes **\$52.96**

Date: 28-Nov-2018
11:59

Lethbridge Public Sd

Page: 1

Expense Form

Number of Uploaded Documents: 1

▼ TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000112881 - Created: 28-Sep-2018 08:58.49 AM - By: Pauline Jongeling - Processed: 28-Sep-2018 08:58.49 AM - By: Lorraine Major

NAME: Major, Lorraine (12143)
DATES: From: 01-Sep-2018 To: 30-Sep-2018
FUNCTION or MEETING: Cellphone Internet Expense Check if Travel is in the USA:
LOCATION:

EXPENSES:

				Enter GST on Invoice	Section Total
1. MEALS:					
Breakfast	@ \$ 10.00	\$	0.00		
Lunch	@ \$ 15.00	\$	0.00		
Dinner	@ \$ 20.00	\$	0.00		
Gratuity automatically calculated	@ .15 %	\$	0.00	\$	0.00 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers:		\$	\$		
Private Accommodation:	@ \$ 20.00	\$	0.00	\$	0.00 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$		
OR B) Car Expenses	KMS @ \$ 505	\$	0.00	\$	0.00 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher		\$	\$	\$	0.00 (4)
5. TECHNOLOGY COSTS:					
	Office_Costs	\$	118.96	2.52 \$	118.96 (5)

For Office Use Only:					
GST (Auto Calculated Within):	0.00	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$	118.96
GST on Invoices:	2.52	Less: ADVANCE		\$	
Total GST:	2.52	NET TOTAL TO BE PAID:		\$	118.96

HONORARIA: Half Day(s) Full Day(s)
PER DIEM ALLOWANCE: Half Day(s) Full Day(s)

▼ APPROVAL SECTION

Task ID: 0000112881 - Created: 28-Sep-2018 08:58.49 AM - By: Pauline Jongeling - Processed: 28-Sep-2018 09:00.00 AM - By: Christine Lee

Action Taken: No Objection

▼ ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000112881 - Created: 28-Sep-2018 09:00.00 AM - By: Christine Lee - Processed: 28-Sep-2018 01:11.54 PM - By: Pauline Jongeling

Action Taken: Approve Expense

Travel & Expense Calculator			
Section	Amount Claimed Less GST	GST	Total
Meals	0.00	0.00	0.00
Hotels	0.00	0.00	0.00
Transportation Costs	0.00	0.00	0.00
Registration Fees	0.00	0.00	0.00
Technology Costs	118.44	2.52	118.96
Expenses Claimed	118.44	2.52	118.96
			Less: ADVANCE
			0.00
U.S. Dollars	Exchange Rate:	Exchange:	0.00
			NET TOTAL TO BE PAID:
			118.96

Vendor Number: EM12143 - Major, Lorraine

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032		118.96	1	2.52
Total Without Taxes:				116.44
Tax Total:				<u>2.52</u>
Total With Taxes:				118.96

Authorizer Comment
approved

PAID

LOLA -
September

September 16, 2018

Account number: 31631770

Mobile services (continued)

LORRAINE MAJOR
Charges for 403 634-8215

Monthly and other charges (Sep 17 to Oct 16)

L&R YC Prem 50 - 300L \$50.00
Evening&Weekend(6PM-7AM)
includes Free Weekends & Evenings
Family Calling LD
SMS Unlimited

AB 911 Government Fee \$0.44

Total monthly and other charges \$50.44

Add-ons (Sep 17 to Oct 16)

Access to Shared Data Free

Total add-ons \$0.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes and may include bonus minutes, evening and weekend calling, 911 calls etc.

Text Msg - Sent \$0.00

Total used 6 (Msg)

Picture Messaging - Picture Receive \$0.00

Total used 1 (Pic)

Text Msg - Received \$0.00

Total used 11 (Msg)

Data Usage \$0.00

Total used 0.309 (MB)

Total usage charges \$0.00

Total before taxes..... \$50.44

GST \$2.52

Total for 403 634-8215, with taxes..... \$52.96

September 17, 2018

Your Account # 200677973 B

Usage charges

	USAGE (GB)	COST (\$)
Usage in TELUS Internet 15	22.70	included
Total usage	22.70	

Additional high speed internet usage charges.....\$0.00

Total internet charges **\$66.00**

Service Reconnection Fee Update

Beginning October 1, 2018, for customers who suspend and then resume their Home Phone services the one-time Reconnection Fee is increasing to \$45. To learn more about service terms and updates, visit telus.com/serviceterms

*Credit/CR includes an amount on account of GST/HST, QST, and PST (based on the taxes levied in the province of supply).

Thank you for being a TELUS customer.