

Trustee Professional Development & Travel Expenses
Trustee - Clark Bosch
Period- December 1, 2019 - February 29, 2020

Event or Expenditure item	Board Business	Professional Learning	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
ASBA Board Chair Mtd	x			\$ 197.01		\$ 526.06	\$ 46.00	\$ 400.00	\$ 1,169.07
Total				\$ 197.01	\$ -	\$ 526.06	\$ 46.00	\$ 400.00	\$ 1,169.07

Expense Form

**Number of Uploaded Documents:
Attached Documents**

▼ TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000147445 - Created: 05-Feb-2020 09:13.19 AM - By: Clark Bosch - Processed: 05-Feb-2020 11:20.54 AM - By: Clark Bosch

NAME: Bosch, Clark (10671)
DATES: From: 23-Jan-2020 To: 24-Feb-2020
FUNCTION or MEETING: ASBA Board Chairs Mtg 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 02 @ \$ 20.00	\$ 40.00	
Gratuity automatically calculated @ .15 %	\$ 6.00	\$ 46.00 (1)
2. HOTELS:		
Hotel: Enter total invoice amount - attach vouchers:	\$ 197.01	\$
Private Accommodation: @ \$ 20.00	\$ 0.00	\$ 197.01 (2)
3. TRANSPORTATION COSTS:		
A) Economy Air Fair: Enter total invoice amount - attach receipts	\$	\$
Taxi Fares - State number of trips: 01	\$ 15	
OR B) Car Expenses Edmonton 1012 KMS @ \$.505	\$ 511.06	\$ 526.06 (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):	26.24	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$ 769.07
GST on Invoices:	0.00	Less: ADVANCE		\$
Total GST:	26.24	NET TOTAL TO BE PAID:		\$ 769.07

HONORARIA: Half Day(s) Full Day(s)

APPROVAL SECTION

Task ID: 0000147445 - Created: 05-Feb-2020 11:20.55 AM - By: Clark Bosch - Processed: 11-Feb-2020 04:37.54 PM - By: Christine Lee

Action Taken: No Objection

TRUSTEE EXPENSE WARRANT-PAYROLL SECTION

Task ID: 0000147445 - Created: 11-Feb-2020 04:37.54 PM - By: Christine Lee - Processed: 20-Feb-2020 10:47.09 AM - By: Carrie McLaren

This expense form is being routed to you as the Trustee has entered honoraria or a per diem allowance.

Please print the expense form for processing of payment and as backup documentation.

ACCOUNTS PAYABLE CLERK SECTION


Task ID: 0000147445 - Created: 11-Feb-2020 04:37.54 PM - By: Christine Lee - Processed: 12-Feb-2020 08:17.42 AM - By: Krystal Steynen

Action Taken: Approve Expense

Travel & Expense Calculator

Section	Amount Claimed Less GST	GST	Total
Meals:	44.10	1.90	46.00
Hotels:	197.01	0.00	197.01
Transportation Costs:	501.72	24.34	526.06
Registration Fees:	0.00	0.00	0.00
Technology Costs:	0.00	0.00	0.00
Expenses Claimed:	742.83	26.24	769.07
		Less: ADVANCE	0.00
U.S. Dollars:	Exchange Rate:	Exchange:	0.00
		NET TOTAL TO BE PAID:	769.07

Vendor Number: EM10671 - Bosch, Clark

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032		769.07	1	26.24
			Total Without Taxes:	742.83
			Tax Total:	26.24
			Total With Taxes:	769.07

Authorizer Comment
Approved

PAID



Clark Bosch
433 15Th S
Lethbridge AB T1J 2Z4
Canada

Room No. : 0806
 Arrival : 01-23-20
 Departure Date : 01-24-20
 Folio No. : 18021587

Company Name:
 Group Name:

Conf. No. : 104821829
 P.O. No. :

INFORMATION INVOICE

Date	Description	Charges	Credits
01-23-20	Room Revenue	152.10	
01-23-20	Destination Marketing Fee	4.56	
01-23-20	Room GST	7.83	
01-23-20	Tourism Levy	6.27	
01-23-20	Parking	25.00	
01-23-20	GST	1.25	
01-24-20	Mastercard XXXXXXXXXXXX9992		197.01

Total Charges	197.01	
Total Credits		197.01
Balance		0.00

Merchant ID
Transaction ID 15505350
Approval Code 07784B
Approval Amount 197.01

Credit Card # XXXXXXXXXXXXXXX9992
Capture Method Swiped
Transaction Amount 197.01

RECEIPT
University of Alberta
U-Park Receipt

License Plate Number

BVY1299

Expiration Date/Time

**06:00 AM
JAN 25, 2020**

Purchase Date/Time: 06:54am Jan 24, 2020
Total Due: \$15.00 Rate: \$15 valid until 6AM
Total Paid: \$15.00 Plat Type: CC (Swipe)
Ticket #: 00009614
SN #: 520105472579
Setting: Windsor CP Cell
Mach Name: Windsor Portable 1

#****-9992, MasterCard

Auth #: 0537B

GST# R106102831
Parking is not
transferable to another
zone or vehicle.

UNIVERSITY OF ALBERTA - PARKING RECEIPT