Trustee Professional Development & Travel Expenses

Trustee - Jan Foster

Period- September 1, 2021 November 30, 2021

Event or Expenditure item	Board Business	Professional Learning	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
Office Expense - Internet (Sep-21)	X						$ 90.00		**$ 90.00**
Office Expense - Internet (Oct-21)	X						$ 90.00		**$ 90.00**
Total				**$ -**	**$ -**	**$ -**	**$ 180.00**	**$ -**	**$ 180.00**

Expense Form

Number of Uploaded Documents:
Attached Documents

TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000189720 - Created: 29-Sep-2021 04:41.22 PM - By: Jan Foster - Processed: 29-Sep-2021 04:41.22 PM - By: Jan Foster

NAME: **Foster, Jan (12142)**

DATES: From: **29-Sep-2021** To: **29-Sep-2021**

FUNCTION or MEETING: **Internet charge for September, 2021** 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			$	**90**	$		$	**90.00**	(5)

For Office Use Only:

GST (Auto Calculated Within):	**0.00**	**TOTAL EXPENSES CLAIMED:**	(1+2+3+4+5)	$	**90.00**
GST on Invoices:	**0.00**	Less: ADVANCE		$	
Total GST:	**0.00**	**NET TOTAL TO BE PAID:**		$	**90.00**

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

APPROVAL SECTION

Task ID: 0000189720 - Created: 29-Sep-2021 04:41.22 PM - By: Jan Foster - Processed: 01-Oct-2021 08:59.07 AM - By: Christine Lee

Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000189720 - Created: 01-Oct-2021 08:59.07 AM - By: Christine Lee - Processed: 01-Oct-2021 09:11.27 AM - By: Jeremy Schenk

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:		**90.00**	**0.00**	**90.00**
Expenses Claimed:		**90.00**	**0.00**	**90.00**
			Less: ADVANCE	**0.00**
U.S. Dollars:		Exchange Rate:	Exchange:	**0.00**
			NET TOTAL TO BE PAID:	**90.00**

Vendor Number: **EM12142 - Foster, Jan**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032	✔	90.00	1	4.29
			Total Without Taxes:	**85.71**
			Tax Total:	**4.29**
			Total With Taxes:	**90.00**

Authorizer Comment

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PAID

Your TELUS bill

September 19, 2021

TELUS

JANICE FOSTER
Account number: **603893042 1**

Manage your account online with My TELUS

Quickly and easily view your usage, view full bill details, make account changes and more by visiting telus.com/mytelus

TELUS Rewards

You've earned 113.07 points as of September 19, 2021. To view your current balance and redeem, visit telus.com/rewards

Account summary

Balance forward from your last bill	$0.00
New charges	
Home Phone	$30.52
Internet	$90.00
TELUS TV	$79.00
GST / HST	$9.98
Total new charges	$209.50
Total due	**$209.50**

GST/HST# 100652692 QST# 1002928058

For payment options, see page 2.

TELUS Communications

TELUS

Your account number	Bill date	Total if received by October 10, 2021
603893042 1	September 19, 2021	$209.50 **Payable on receipt**

Amount you're paying

$

Printing this pdf version of the bill will not provide the quality required for processing at a financial institution. Please try paying online or by telephone using your credit card.

L'impression de la facture en format PDF ne sera pas d'une qualité permettant le traitement à une institution financière. Si possible, payez la facture en ligne ou par téléphone à l'aide d'une carte de crédit.

J FOSTER
296-2300 13 ST N
LETHBRIDGE AB T1H 4E8

16038930420110100002095000000005

Your TELUS bill
October 19, 2021

TELUS

JANICE FOSTER
Account number: 603893042 1

Manage your account online with My TELUS

Quickly and easily view your usage, view full bill details, make account changes and more by visiting telus.com/mytelus

Account summary

Balance forward from your last bill $0.00

New charges

Home Phone	$30.52
Internet	$90.00
TELUS TV	$79.00
GST / HST	$9.98

Total new charges $209.50

Total due $209.50

TELUS Rewards

You've earned 132.06 points as of October 19, 2021. To view your current balance and redeem, visit telus.com/rewards

Doctype: FIN_AP_INVOICE
Docid: 202202IN211043
Vendorno: EM12142
Invoiceno: 202REIBURSEMEN
Vendorname: FOSTER, JAN

Trustee Reimbursement
Jan Foster (EM12142) $90
1.7010.4100.1000.32

GST/HST# 100652692 QST# 1002928058

TELUS is a trade name of TELUS Communications Inc.

For payment options, see page 2.

TELUS Communications

TELUS

Your account number	Bill date	Total if received by November 09, 2021
603893042 1	October 19, 2021	$209.50 Payable on receipt

Amount you're paying

$

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J FOSTER
296-2300 13 ST N
LETHBRIDGE AB T1H 4E8

16038930420111090002095000000000004