

Trustee Professional Development & Travel Expenses

Trustee - Tyler Demers

Period- December 1, 2022 - February 28, 2023

Event or Expenditure item	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
NSBA CUBE 2022 Annual Conference	December 7-11, 2022	\$ 1,261.90		\$ 1,013.83	\$ 242.59	\$ 1,000.00	\$ 3,518.32
							\$ -
Total		\$ 1,261.90	\$ -	\$ 1,013.83	\$ 242.59	\$ 1,000.00	\$ 3,518.32

Expense Reimbursement Authorization

Attached Documents

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: 0000222352 - Created: 16-Dec-2022 02:59.24 PM - By: Tyler Demers - Processed: 16-Dec-2022 03:25.38 PM - By: Tyler Demers

NAME: Demers, Tyler (10783)
DATES: From: 07-Dec-2022 To: 11-Dec-2022
FUNCTION or MEETING: NSBA CUBE 2022 Annual Conference Check if Travel is in the USA:
LOCATION: Miami (Rescheduled from September)

EXPENSES:

				Enter GST on Invoice	Section Total
1. MEALS:					
Breakfast	03	@ \$ 10.00	\$ 30.00		
Lunch	03	@ \$ 15.00	\$ 45.00		
Dinner	05	@ \$ 20.00	\$ 100.00		
Gratuity automatically calculated		@ .15 %	\$ 26.25	\$	201.25 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers:			\$ 1261.90	\$	
Private Accommodation:		@ \$ 20.00	\$ 0.00	\$	1261.90 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts			\$ 644.16	\$	
Taxi Fares - State number of trips:	02		\$ 61.62		
OR B) Car Expenses	Lethbridge to Great Falls, MT				
	610 KMS	@ \$.505	\$ 308.05	\$	1013.83 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher			\$	\$	\$ 0.00 (4)
5. TECHNOLOGY COSTS:					
	Office_Costs		\$ 41.34	\$	\$ 41.34 (5)

For Office Use Only:					
GST (Auto Calculated Within):	23.00	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$	2518.32
GST on Invoices:	0.00	Less: ADVANCE		\$	
Total GST:	23.00	NET TOTAL TO BE PAID:		\$	2518.32

HONORARIA: Half Day(s) 05 Full Day(s)
PER DIEM ALLOWANCE: Half Day(s) 05 Full Day(s)

▼ APPROVAL SECTION

Task ID: 0000222352 - Created: 16-Dec-2022 03:25.38 PM - By: Tyler Demers - Processed: 19-Dec-2022 07:45.12 AM - By: Christine Lee

Action Taken: No Objection

▼ TRUSTEE EXPENSE WARRANT-PAYROLL SECTION

Task ID: 0000222352 - Created: 19-Dec-2022 07:45.12 AM - By: Christine Lee - Processed: 19-Dec-2022 09:24.43 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: 0000222352 - Created: 19-Dec-2022 07:45.12 AM - By: Christine Lee

Travel & Expense Calculator

Section	Amount Claimed Less GST	GST	Total
Meals:	192.92	8.33	201.25
Hotels:	1261.90	0.00	1261.90
Transportation Costs:	999.16	14.67	1013.83
Registration Fees:	0.00	0.00	0.00
Technology Costs:	41.34	0.00	41.34
Expenses Claimed:	2495.32	23.00	2518.32
		Less: ADVANCE	0.00
U.S. Dollars:		Exchange Rate:	Exchange:
			0.00
		NET TOTAL TO BE PAID:	2518.32

Vendor Number: EM10783 Demers, Tyler

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104000100032 -TRUSTEETRAV-BRDSYS-GEN-BOARD		2518.32	GST	23.00
<p> Add GL</p>				
			Total Without Taxes:	2495.32
			Tax Total:	23.00
			Total With Taxes:	2518.32

Authorizer Comment

Invoice Has Not Been Created

Parking

GREAT FALLS INTL AIRPO



50%

\$58.93

= 29.46 USD

x 1.403095

Transaction Details

= \$41.34 CDN

Transaction Date

Dec 11, 2022

Posted Date

Dec 12, 2022

Foreign Currency Details

Purchase Amount

\$42.00 USD

Conversion Rate

1.403095

Merchant Details

GREAT FALLS

MT



Comfort Inn & Suites Downtown - Port of Miami (FL202)

100 SE 4th Street
 Miami, FL 33131
 (305) 374-5100
 GM.FL202@choicehotels.com

Account: 837740885

Date: 12/11/22

Room: 0604 S15M3M

Arrival Date: 12/7/22

Departure Date: 12/11/22

Check In Time: 12/7/22 10:53 PM

Check Out Time:

Rewards Program ID: CN-81018350595

You were checked out by:

You were checked in by: mmunoz

Total Balance Due: 0.00

CRS

DEMERS, TYLER

27 RIVERMILL LANDNG W
 LETHBRIDGE, AB T1K 8B2

Post Date	Description	Comment	Amount
12/7/22	Visa Payment		(899.37)
		XXXXXXXXXXXX5805	
12/7/22	Room Charge	#0604 DEMERS, TYLER	157.86
12/7/22	Sales Tax		11.05
12/7/22	City Tax		9.47
12/7/22	Hotel Services Fee		7.00
12/7/22	Sales Tax		0.49
12/7/22	City Tax		0.42
12/8/22	Room Charge	#0604 DEMERS, TYLER	173.20
12/8/22	Sales Tax		12.12
12/8/22	City Tax		10.39
12/8/22	Hotel Services Fee		7.00
12/8/22	Sales Tax		0.49
12/8/22	City Tax		0.42
12/9/22	Room Charge	#0604 DEMERS, TYLER	218.42
12/9/22	Sales Tax		15.29
12/9/22	City Tax		13.11
12/9/22	Hotel Services Fee		7.00
12/9/22	Sales Tax		0.49
12/9/22	City Tax		0.42
12/10/22	Room Charge	#0604 DEMERS, TYLER	218.42
12/10/22	Sales Tax		15.29
12/10/22	City Tax		13.11
12/10/22	Hotel Services Fee		7.00
12/10/22	Sales Tax		0.49
12/10/22	City Tax		0.42

Folio Summary 12/7/22 - 12/10/22

Room Charge	767.90
Sales Tax	55.71
City Tax	47.76
Hotel Services Fee	28.00
Visa Payment	(899.37)

Balance Due: **0.00**

$$\$899.37 \text{ USD} \times 1.403095 = \underline{\underline{\$1,261.90 \text{ CDN}}}$$



Tyler Demers <tydemers@telus.net>

Your Wednesday evening trip with Uber

1 message

Uber Receipts <noreply@uber.com>
To: tydemers@telus.net

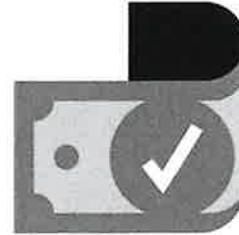
Wed, Dec 7, 2022 at 9:16 PM

Uber

Total \$23.95
December 7, 2022

Thanks for tipping, Tyler

Here's your updated Wednesday evening ride receipt.



Total

\$23.95 USD

Trip fare	\$14.31
Subtotal	\$14.31
112 Expressway NW 32nd Ave ?	\$0.33
112 Expressway NW 14th Ave ?	\$0.33
Booking Fee ?	\$4.43
Temporary Fuel Surcharge ?	\$0.55
MIA Airport Surcharge	\$2.00
Tips	\$2.00

Payments



Visa ****5805
12/7/22 11:16 PM

\$23.95

X 1.403095

= \$33.60 CDN

[Download PDF](#)

You rode with Kamal

4.98 ★ Rating

Has passed a multi-step safety screen

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

8.59 miles | 11 min

- 10:38 PM
Concourse J South Terminal,
Miami International Airport
(MIA), Miami, FL 33142, US
- 10:49 PM
100 SE 4th St, Miami, FL
33131, US



[Report lost item >](#)

[Contact support >](#)

[My trips >](#)

Report problem

Rating

Rating

Uber Technologies
1515 3rd Street
San Francisco, CA 94158



Tyler Demers <tydemers@telus.net>

Your Sunday morning trip with Uber

Uber Receipts <noreply@uber.com>
To: tydemers@telus.net

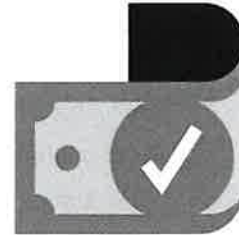
Sun, Dec 11, 2022 at 7:57 AM

Uber

Total \$19.97
December 11, 2022

Thanks for tipping, Tyler

Here's your updated Sunday morning ride receipt.



Total

\$19.97 USD

Trip fare	\$12.69
Subtotal	\$12.69
Dolphin Expressway SR836 - 17th Ave. Eastbound ?	\$0.66
Booking Fee ?	\$4.07
Temporary Fuel Surcharge ?	\$0.55
Tips	\$2.00

Payments

Visa ****5805
12/11/22 9:57 AM

\$19.97

[Download PDF](#)

X 1.403095
= \$28.02 CDN

You rode with REBEKHA

4.95 ★ Rating

Has passed a multi-step safety screen

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Uber 7.57 miles | 14 min

- 9:25 AM
100 SE 4th St, Miami, FL 33131, US
- 9:40 AM
Concourse J South Terminal, Miami International Airport (MIA), Miami, FL 33142, US



[Report lost item >](#)

[Contact support >](#)

[My trips >](#)

Forgot password?

Privacy

Terms

Uber Technologies
1515 3rd Street
San Francisco, CA 94158

Statement

Period

📅 Jan 1, 2022 - Dec 16, 2022 ▼

Category

Spirit Booking ▼

Display


10 ▼

Date ▼	Description	Category	Transaction Id
Dec 11, 2022	Miami, FL(MIA) - Denver, CO(DEN)	Spirit Booking	AGZ3KZ
Dec 7, 2022	Denver, CO(DEN) - Miami, FL(MIA)	Spirit Booking	AGZ3KZ

Used airline combination of Spirit & United
as fare was \approx \$300 less than United alone.

Also cheaper to fly from Great Falls than Calgary.

\$374.86 *CDN*

 **Pay with Points** ➤
Redeem Avion points to pay for this transaction.

Transaction Details

Transaction Date

Oct 28, 2022

Posted Date

Oct 31, 2022

Foreign Currency Details

Purchase Amount

\$268.18 USD

Conversion Rate

1.397792

Merchant Details

Receipt

Expedia itinerary: 72419513297219

Purchase date: Oct 28, 2022

Booking details

Roundtrip flight

Great Falls (GTF) to Denver (DEN)

United 4740

Economy / Coach (L)

Denver (DEN) to Great Falls (GTF)

United 4684

Economy / Coach (L)

Depart: Dec 4, 2022

Return: Dec 11, 2022

Traveller 1: Adult

Tyler Demers

Ticket Number: 0166708040831

Payment details

Flight price

Traveller 1: Adult

CA \$225.00

Taxes and fees

CA \$44.30

Total

CA \$269.30

Paid

CA \$269.30

[Visa 3691]