

Trustee Professional Development & Travel Expenses
Trustee - Allison Purcell
Period- March 1, 2024 - May 31, 2024

Event or Expenditure item	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
PSBAA Council Meeting	April 11-12, 2024				\$ 787.50		\$ 787.50
PSBAA SGM and ASBA AGM	May 30 - June 4, 2024	\$ 945.05		\$ 225.50	\$ 143.75	\$ 1,200.00	\$ 2,514.30
							\$ -
Total		\$ 945.05	\$ -	\$ 225.50	\$ 931.25	\$ 1,200.00	\$ 3,301.80

Invoice



PUBLIC SCHOOL BOARDS'
ASSOCIATION OF ALBERTA™

Date	Invoice #
2024-04-12	2024-040

Invoice To
Lethbridge School District 433 - 15 Street, South Lethbridge, AB T1J 2Z5

**PD Session/Public School Boards Council Meeting
April 11 - 12, 2024
Double Tree West Edmonton**

Registrant	Qty	Rate	Amount
Allison Purcell	1	750.00	750.00
GST		5.00%	37.50

GST # 122508617RT0001

Total Amount Due \$787.50

#105, 10470 176 Street, Edmonton, Alberta T5S 1L3
businessmanager@public-schools.ab.ca
780-479-8080

136004000100032

NAME: Purcell, Allison (20416)

DATES: From: 30-May-2024 To: 04-Jun-2024

FUNCTION or MEETING: PSBAA SGM and ASBA AGM Check if Travel is in the USA:

LOCATION: Calgary

EXPENSES:**1. MEALS:**

				Enter GST on Invoice	Section Total
Breakfast	01	@ \$ 15.00	\$ 15.00		
Lunch	01	@ \$ 20.00	\$ 20.00		
Dinner	03	@ \$ 30.00	\$ 90.00		
Gratuity automatically calculated		@ .15 %	\$ 18.75	\$	143.75 (1)

2. HOTELS:

Hotel: Enter total invoice amount - attach vouchers:		\$ 945.05	\$	43.45	
Private Accommodation:	@ \$ 20.00	\$ 0.00	\$		945.05 (2)

3. TRANSPORTATION COSTS:

A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$		
Taxi Fares - State number of trips:		\$			
OR B) Car Expenses	Calgary				
	410 KMS	@ \$.55	\$ 225.50	\$	225.50 (3)

4. REGISTRATION FEES:

Attach approved receipt or voucher		\$	\$	\$	0.00 (4)
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5. TECHNOLOGY COSTS:

	\$	\$	\$	0.00 (5)
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For Office Use Only:

GST (Auto Calculated Within):	16.69	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$	1314.30
GST on Invoices:	43.45	Less: ADVANCE		\$	
Total GST:	60.14	NET TOTAL TO BE PAID:		\$	1314.30

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

PER DIEM ALLOWANCE: Half Day(s) 06 Full Day(s)

APPROVAL SECTION

Task ID: 0000275273 - Created: 04-Jun-2024 07:30.21 AM - By: Allison Purcell - Processed: 04-Jun-2024 07:38.29 AM - By: Christine Lee



Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000275273 - Created: 04-Jun-2024 07:38.29 AM - By: Christine Lee

Travel & Expense Calculator

Section	Amount Claimed Less GST	GST	Total
Meals:	<input type="text" value="137.80"/>	<input type="text" value="5.95"/>	<input type="text" value="143.75"/>
Hotels:	<input type="text" value="901.60"/>	<input type="text" value="43.45"/>	<input type="text" value="945.05"/>
Transportation Costs:	<input type="text" value="214.76"/>	<input type="text" value="10.74"/>	<input type="text" value="225.50"/>
Registration Fees:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Technology Costs:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Expenses Claimed:	<input type="text" value="1254.16"/>	<input type="text" value="60.14"/>	<input type="text" value="1314.30"/>
		Less: ADVANCE	<input type="text" value="0.00"/>
U.S. Dollars: <input type="text"/>	Exchange Rate: <input type="text"/>	Exchange:	<input type="text" value="0.00"/>
NET TOTAL TO BE PAID:			<input type="text" value="1314.30"/>

Vendor Number: **Purcell, Allison**  

Address 1: 4118 21 AVENUE SOUTH
 Address 2:
 Address 3:
 City: LETHBRIDGE
 Province: AB
 Country: CAN
 Postal Code: T1K4Y2
 Paid By: EFT

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
- <input type="text" value="170104000100032"/> 		<input type="text" value="1314.30"/>	GST <input type="text" value="v"/>	<input type="text" value="60.14"/> 

-TRUSTEETRAV-BRDSYS-GEN-BOARD 

 Add GL

Total Without Taxes: 1254.16
Tax Total: 60.14
Total With Taxes: 1314.30

Authorizer Comment

Invoice Has Not Been Created

The Westin Calgary
 320 Fourth Ave SW
 Calgary, AB T2P 2S6
 Canada
 Tel: 403-266-1611



ALLISON PIKE
 AL5482 - ALBERTA SCHOOL BOARDS ASSOCIAT

Page Number : 1 Invoice Nbr : 1000382486
 Guest Number : 1755691
 Folio ID : A
 Arrive Date : 02-JUN-24 08:20
 Depart Date : 04-JUN-24 12:01
 No. Of Guest : 1
 Room Number : 1215
 Marriott Bonvoy Number : 7021

Information Invoice

Tax ID : 815462536RT0001
 The Westin Cal YYCWI JUN-04-2024 03:50 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
02-JUN-24	RT1215	Room Chrg - Grp - Association	159.00	
02-JUN-24	RT1215	Goods And Services Tax	8.19	
02-JUN-24	RT1215	Destination Marketing Fee	4.77	
02-JUN-24	RT1215	Tourism Levy	6.55	
02-JUN-24	RT1215	Self Park General	10.00	
02-JUN-24	RT1215	TAX - GST OTHER	0.50	
03-JUN-24	RT1215	Room Chrg - Grp - Association	159.00	
03-JUN-24	RT1215	Goods And Services Tax	8.19	
03-JUN-24	RT1215	Destination Marketing Fee	4.77	
03-JUN-24	RT1215	Tourism Levy	6.55	
03-JUN-24	RT1215	Self Park General	10.00	
03-JUN-24	RT1215	TAX - GST OTHER	0.50	
JUN-04-2024	VI	Visa		-378.02
		** Total	378.02	-378.02
		*** Balance	0.00	

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The Westin Calgary
320 Fourth Ave SW
Calgary, AB T2P 2S6
Canada
Tel: 403-266-1611



ALLISON PIKE
AL5482 - ALBERTA SCHOOL BOARDS ASSOCIAT

Page Number : 2 Invoice Nbr : 1000382486
Guest Number : 1755691
Folio ID : A
Arrive Date : 02-JUN-24 08:20
Depart Date : 04-JUN-24 12:01
No. Of Guest : 1
Room Number : 1215
Marriott Bonvoy Number : 7021

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

GST Summary	Amount (CAD)
Room	16.38
Food & Beverage	0.00
Telephone	0.00
Other Revenue	1.00
Total	17.38

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Signature_____

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 Calgary, AB T2P 2S6
 Canada
 Tel: 403-266-1611



ALLISON PIKE
 PU5180 - PUBLIC SCHOOL BOARDS ASSOCIATI

Page Number : 1 Invoice Nbr : 1000382139
 Guest Number : 1775994
 Folio ID : A
 Arrive Date : 30-MAY-24 17:56
 Depart Date : 02-JUN-24 12:01
 No. Of Guest : 1
 Room Number : 1215
 Marriott Bonvoy Number : 7021

Information Invoice

Tax ID : 815462536RT0001

The Westin Cal YYCWI JUN-02-2024 04:00 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
30-MAY-24	RT1215	Room Chrg - Grp - Association	159.00	
30-MAY-24	RT1215	Goods And Services Tax	8.19	
30-MAY-24	RT1215	Destination Marketing Fee	4.77	
30-MAY-24	RT1215	Tourism Levy	6.55	
30-MAY-24	RT1215	Self Park General	10.00	
30-MAY-24	RT1215	TAX - GST OTHER	0.50	
31-MAY-24	RT1215	Room Chrg - Grp - Association	159.00	
31-MAY-24	RT1215	Goods And Services Tax	8.19	
31-MAY-24	RT1215	Destination Marketing Fee	4.77	
31-MAY-24	RT1215	Tourism Levy	6.55	
31-MAY-24	RT1215	Self Park General	10.00	
31-MAY-24	RT1215	TAX - GST OTHER	0.50	
01-JUN-24	RT1215	Room Chrg - Grp - Association	159.00	
01-JUN-24	RT1215	Goods And Services Tax	8.19	
01-JUN-24	RT1215	Destination Marketing Fee	4.77	
01-JUN-24	RT1215	Tourism Levy	6.55	
01-JUN-24	RT1215	Self Park General	10.00	
01-JUN-24	RT1215	TAX - GST OTHER	0.50	
JUN-02-2024 VI	Visa			-567.03

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The Westin Calgary
320 Fourth Ave SW
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Canada
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ALLISON PIKE
PU5180 - PUBLIC SCHOOL BOARDS ASSOCIATI

Page Number	:	2	Invoice Nbr	:	1000382139
Guest Number	:	1775994			
Folio ID	:	A			
Arrive Date	:	30-MAY-24	17:56		
Depart Date	:	02-JUN-24	12:01		
No. Of Guest	:	1			
Room Number	:	1215			
Marriott Bonvoy Number	:	7021			

Approve EMV Receipt for VI - 1739: PIN Verified
TC:D1580331C1031515 IAD:06051203642002 TVR:0080008000
AID:A0000000031010 Application Label:Visa Credit

** Total	567.03	-567.03
*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

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ALLISON PIKE
PU5180 - PUBLIC SCHOOL BOARDS ASSOCIATI

Page Number : 3 Invoice Nbr : 1000382139
Guest Number : 1775994
Folio ID : A
Arrive Date : 30-MAY-24 17:56
Depart Date : 02-JUN-24 12:01
No. Of Guest : 1
Room Number : 1215
Marriott Bonvoy Number : 7021

GST Summary	Amount (CAD)
Room	24.57
Food & Beverage	0.00
Telephone	0.00
Other Revenue	1.50
Total	26.07

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Signature_____

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