

**Trustee Professional Development & Travel Expenses**  
**Trustee - Allison Purcell**  
**Period- December 1, 2024 - February 28, 2025**

<b>Event or Expenditure item</b>	<b>Dates</b>	<b>Hotel</b>	<b>Flight</b>	<b>Mileage</b>	<b>Other</b>	<b>Per Diem</b>	<b>Total</b>
Inclusivity in Educational Settings sessions	29-Jan-25				\$ 195.00	\$ 200.00	\$ 395.00
PSBAA - PSBC	Feb 5-7, 2025	\$ 401.92			\$ 86.25	\$ 600.00	\$ 1,088.17
<b>Total</b>		\$ 401.92	\$ -	\$ -	\$ 281.25	\$ 800.00	\$ 1,483.17

**NAME:** Purcell, Allison (20416)  
**DATES:** From: 29-Jan-2025 To: 29-Jan-2025  
**FUNCTION or MEETING:** Inclusivity in Educational Settings sessions  
**LOCATION:** Virtual

Check if Travel is in the USA:

**EXPENSES:**

1. MEALS:			Enter GST on Invoice	Section Total
Breakfast	@ \$ 15.00	\$ 0.00		
Lunch	@ \$ 20.00	\$ 0.00		
Dinner	@ \$ 30.00	\$ 0.00		
Gratuity automatically calculated	@ .15 %	\$ 0.00		\$ 0.00 (1)
<b>2. HOTELS:</b>				
Hotel: Enter total invoice amount - attach vouchers:		\$	\$	
Private Accommodation:	@ \$ 20.00	\$ 0.00		\$ 0.00 (2)
<b>3. TRANSPORTATION COSTS:</b>				
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$	
Taxi Fares - State number of trips:		\$		
OR B) Car Expenses				
KMS	@ \$ .55	\$ 0.00		\$ 0.00 (3)
<b>4. REGISTRATION FEES:</b>				
Attach approved receipt or voucher		\$ 195	\$	\$ 195.00 (4)
<b>5. TECHNOLOGY COSTS:</b>				
		\$	\$	\$ 0.00 (5)

For Office Use Only:				
GST (Auto Calculated Within):	0.00	<b>TOTAL EXPENSES CLAIMED:</b>	(1+2+3+4+5)	\$ 195.00
GST on Invoices:	0.00	Less: ADVANCE		\$
Total GST:	0.00	<b>NET TOTAL TO BE PAID:</b>		\$ 195.00

**HONORARIA:** Half Day(s) Full Day(s)  
**PER DIEM ALLOWANCE:** Half Day(s) 01 Full Day(s)

**APPROVAL SECTION**



Task ID: 0000298383 - Created: 29-Jan-2025 09:48.03 AM - By: Allison Purcell - Processed: 29-Jan-2025 11:33.31 AM - By: Christine Lee  
 Action Taken: No Objection

**ACCOUNTS PAYABLE CLERK SECTION**

Task ID: 0000298383 - Created: 29-Jan-2025 11:33.32 AM - By: Christine Lee

**Travel & Expense Calculator**

Section	Amount Claimed Less GST	GST	Total
Meals:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Hotels:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Transportation Costs:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Registration Fees:	<input type="text" value="195.00"/>	<input type="text" value="0.00"/>	<input type="text" value="195.00"/>
Technology Costs:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
<b>Expenses Claimed:</b>	<input type="text" value="195.00"/>	<input type="text" value="0.00"/>	<input type="text" value="195.00"/>
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"/>
<b>NET TOTAL TO BE PAID:</b>			<input type="text" value="195.00"/>

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="195.00"/>	<input type="text" value="v"/>	<input type="text" value="0.00"/> 

-TRUSTEETRAV-BRDSYS-GEN-BOARD 

 Add GL

**Total Without Taxes: 195.00**  
**Tax Total: 0.00**  
**Total With Taxes: 195.00**

**Authorizer Comment**

Invoice Has Not Been Created

Questions about Children's Autism Services of Edmonton 17th Annual Conference? [View event details](#) or [Contact the organizer](#)

## Payment Summary

Order [#11590612683](#)

Order date: 29 January 2025

Info Requested Info	1 x Full Access Pass - Virtual	\$195.00
Requested		

**Total: 195.00 CAD**

Paid by Visa

Appears on your card statement as EB \*Childrens Autism S

[Contact the organizer](#) for any questions related to this purchase.

This order is subject to Eventbrite [Terms of Service](#) and [Privacy Policy](#), and [Cookie Policy](#).

**NAME:** Purcell, Allison (20416)  
**DATES:** From: 05-Feb-2025 To: 07-Feb-2025  
**FUNCTION or MEETING:** PSBAA - PSBC Check if Travel is in the USA:   
**LOCATION:** Edmonton

**EXPENSES:**

<b>1. MEALS:</b>				Enter GST on Invoice	Section Total
Breakfast	01	@ \$ 15.00	\$ 15.00		
Lunch		@ \$ 20.00	\$ 0.00		
Dinner	02	@ \$ 30.00	\$ 60.00		
Gratuity automatically calculated			@ .15 %	\$ 11.25	\$ 86.25 (1)
<b>2. HOTELS:</b>					
Hotel: Enter total invoice amount - attach vouchers:			\$ 401.92	\$ 18.44	
Private Accommodation:			@ \$ 20.00	\$ 0.00	\$ 401.92 (2)
<b>3. TRANSPORTATION COSTS:</b>					
A) Economy Air Fair: Enter total invoice amount - attach receipts			\$	\$	
Taxi Fares - State number of trips:			\$		
OR	B) Car Expenses				
	KMS	@ \$ .55	\$ 0.00	\$	\$ 0.00 (3)
<b>4. REGISTRATION FEES:</b>					
Attach approved receipt or voucher			\$	\$	\$ 0.00 (4)
<b>5. TECHNOLOGY COSTS:</b>					
			\$	\$	\$ 0.00 (5)

For Office Use Only:					
GST (Auto Calculated Within):	3.57	<b>TOTAL EXPENSES CLAIMED:</b>	(1+2+3+4+5)	\$	488.17
GST on Invoices:	18.44	Less: ADVANCE		\$	
Total GST:	22.01	<b>NET TOTAL TO BE PAID:</b>		\$	488.17

**HONORARIA:** Half Day(s) Full Day(s)  
**PER DIEM ALLOWANCE:** Half Day(s) 03 Full Day(s)

**APPROVAL SECTION**

Task ID: 0000299711 - Created: 07-Feb-2025 12:52.16 PM - By: Allison Purcell - Processed: 07-Feb-2025 01:46.13 PM - By: Christine Lee



Action Taken: No Objection

**ACCOUNTS PAYABLE CLERK SECTION**


Task ID: 0000299711 - Created: 07-Feb-2025 01:46.14 PM - By: Christine Lee

**Travel & Expense Calculator**

Section	Amount Claimed Less GST	GST	Total
Meals:	82.68	3.57	86.25
Hotels:	383.48	18.44	401.92
Transportation Costs:	0.00	0.00	0.00
Registration Fees:	0.00	0.00	0.00
Technology Costs:	0.00	0.00	0.00
<b>Expenses Claimed:</b>	<b>466.16</b>	<b>22.01</b>	<b>488.17</b>
Less: ADVANCE			0.00
U.S. Dollars:	Exchange Rate:	Exchange:	0.00
<b>NET TOTAL TO BE PAID:</b>			<b>488.17</b>

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"/>		<input type="text"/>	<input type="text" value="v"/>	<input type="text"/>
<b>Total Without Taxes:</b>				<b>0.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>0.00</b>

**Authorizer Comment**

Invoice Has Not Been Created



DOUBLETREE BY HILTON WEST EDMONTON  
 16615 109TH AVE, EDMONTON, AB, T5P4K8  
 ,  
 Canada  
 TELEPHONE 780-484-0821 • FAX 780-486-1634  
 Reservations  
 www.hilton.com or 1 800 HILTONS

PIKE, ALLISON  
 4118 21 AVE S  
 LETHBRIDGE AB T1K4Y2  
 CANADA

Room No: 1006/NKJ  
 Arrival Date: 2/5/2025 12:04:00 AM  
 Departure Date: 2/7/2025 11:55:00 AM  
 Adult/Child: 1/0  
 Cashier ID: KPANPIO  
 Room Rate: 179.00  
 AL:  
 HH # 693669263 BLUE  
 VAT # GST# 74111-4326 RT0001  
 Folio No/Che 481319 A

Confirmation Number: 93184266

DOUBLETREE BY HILTON WEST EDMONTON 2/7/2025 10:54:00 AM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
2/5/2025	GUEST ROOM	RAPA	3382290	\$179.00		
2/5/2025	AB TOURISM LEVY	RAPA	3382290	\$7.37		
2/5/2025	DMF	RAPA	3382290	\$5.37		
2/5/2025	GST	RAPA	3382290	\$9.22		
2/6/2025	GUEST ROOM	RAPA	3383398	\$179.00		
2/6/2025	AB TOURISM LEVY	RAPA	3383398	\$7.37		
2/6/2025	DMF	RAPA	3383398	\$5.37		
2/6/2025	GST	RAPA	3383398	\$9.22		
2/7/2025	VS *4841	KPANOPI O	3383925		(\$401.92)	
	REF=0000481319-00656971 CHIP 05 Application Label: CREDIT TC: FDCECD580BC4DEA6 TVR: 008000C000 AID: A0000000031010					
					<b>**BALANCE**</b>	<b>\$0.00</b>

	Revenue	Tax
Total Invoice Amount	\$358.00	\$43.92

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit Honors.com

GST# 74111-4326 RT0001