

## expense | monthly tracking report

claimant | Church, Susan

position | Director, Area II

level | Director

reporting period | November 1 to December 31, 2012

date of report | February 25, 2013



**Calgary Board  
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
CBE Chinese Bilingual Adminstrators Study Tour	10/27/2012	Connecting airfare from Calgary to Vancouver return Nov 9 to Nov 16	\$482.56	travel	BUS airfare/bus/rail
IRIS Working lunch	12/04/2012	Working lunch with CBE employee	\$38.60	working session	BUS food/non alcoholic beverage
Cell Phone	11/11/2012	Monthly Service Plan	\$58.44	other disclosed	telecom/cell phone
Cell Phone	12/11/2012	Monthly Service Plan	\$58.23	other disclosed	telecom/cell phone
CBE Chinese Bilingual Adminstrators Study Tour	11/5/2012	To purchase Chinese Visa	\$81.50	travel	BUS general
CBE Chinese Bilingual Adminstrators Study Tour	11/9/2012	Taxi fare from home to Calgary airport	\$33.60	travel	BUS airfare/bus/rail



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## eTicket Receipt

Prepared For  
CHURCH/SUSAN MS

WESTJET RESERVATION CODE	
ISSUE DATE	27Oct2012
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SSW

## Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
09Nov	WESTJET WS 545	CALGARY INTL AB, CANADA  Time 7:00am	VANCOUVER BC, CANADA  Time 7:32am	Fare Family Regular Seat Number CHECK-IN REQUIRED Baggage Allowance 1PC Booking Status USED TO FLY Fare Basis QBR Not Valid Before 09 NOV Not Valid After 09 NOV
16Nov	WESTJET WS 172	VANCOUVER BC, CANADA  Time 12:00pm	CALGARY INTL AB, CANADA  Time 2:18pm	Fare Family Regular Seat Number CHECK-IN REQUIRED Baggage Allowance 1PC Booking Status USED TO FLY Fare Basis PBRP1 Not Valid Before 16 NOV Not Valid After 16 NOV

## Payment/Fare Details

Form of Payment	CREDIT CARD -
Endorsement / Restrictions	NONREF - FEE FOR CHG/CXL
Fare Calculation Line	YYC WS YVR214.00QBR WS YYC149.00PBRP1 CAD363.00END
Fare	CAD 363.00
Taxes/Fees/Carrier-Imposed Charges	CAD 14.25 CA1 (CANADA AIR SECURITY CHARGE - SUBJECT TO GST)

	CAD 21.91 XG (GST FOR CANADA EXCEPT ON/BC/NS/NF/NB/QC)
	CAD 2.40 RC2 (HST FOR THE PROVINCE OF BRITISH COLUMBIA)
	CAD 45.00 SQ (AIF - CANADA EXCEPT ON/BC/NS/QC/NB/NF)
	CAD 6.00 YQF (SERVICE FEE - FUEL)
	CAD 30.00 YQI (SERVICE FEE - INSURANCE)
<b>Total Fare</b>	<b>CAD 482.56</b>

Positive identification required for airport check in

Notice:

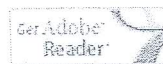
Thank you for choosing WestJet

QST # 1202807956TQ0001    GST # 866112535

- We look forward to welcoming you on board your upcoming WestJet flight. If you're travelling with one of our [airlines partners](#) as part of your WestJet booking, you'll want to familiarize yourself with the other airline's policies and restrictions as they may be different from ours. Generally, the most restrictive guidelines will apply.
- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For information on baggage limits, identification and rules of carriage, please [click here](#).
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our [contact us](#) page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.



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22

**Boston Pizza**  
Here to make you happy.

COUNTRY HILLS #111

BOSTON PIZZA #111  
600-388 Country  
Hills Boulevard  
Calgary, AB T3K 5J6  
403-226-7171

0010 Table 12 #Party 12  
KRYSTA B SvrCk: 3 12:14 12/04/12

## TRANSACTION RECORD ##

Tran. #: 592

Check #: 10  
Employee #: 74  
Employee Name: KRYSTA

2 N.S. POP, 1 diet pepsi,  
1 diet pepsi 5.98  
1 MUSH SWISS BURG 13.99  
1 CHIP CHKN CLUB, original 11.99

Sub Total: 31.96

GST : -1.60

12/04 12:56 TOTAL: 33.56

TIP 5.04

GST # 873723720 RT 0001

38.60

Amount \$33.56  
Tip \$5.04  
=====  
TOTAL CAD\$38.60

APPROVED 150548  
00-001 150548  
BES11111/BEC11111  
832001001004  
2012/12/04 13:05:47

TUR: 0000008000  
TSI: E800

Customer Copy

THANK YOU  
Come Again

PLEASE PAY SERVER  
THANK YOU FOR CHOOSING BOSTON PIZZA  
COUNTRY HILLS!

\*\*\*\*\*

and/or \$1,500 in a DAILY DRAW!!!

To enter, complete our  
GUEST SATISFACTION SURVEY.

visit [www.tellbostonpizza.com](http://www.tellbostonpizza.com)

Call store with any questions (403) 226-7171

Keep this receipt for reference  
while answering the survey

\*\*\*\*\*

Special Events, Meetings, Birthdays?

Ask about using our party room!!

\*\*\*\*\*

**INDIVIDUAL DETAIL**  
 SUSAN CHURCH

Savings Details  
 Corporate Discount

12.00

**Total Monthly Savings \$12.00**

**Current Charges - Detail**

Monthly Service Plans Oct 12 to Nov 11

Service Plan Name	Total
Corporate Exception 20/200	20.00
20.0% Voice disc	-4.00
<b>Total</b>	<b>\$ 16.00</b>

Additional Local Airtime

\*Free Airtime includes: bonus minutes, birthday calling, evenings & weekends, free incoming, 911 and In Network Calling

Service	Total Airtime	*Free Airtime	Included Airtime	Chargeable Airtime	Total
Phone (minutes)	129:21	35:55	93:26	0:00	0.00
<b>Total</b>					<b>\$ 0.00</b>

Data and Other Services

Service	Total Events	Event Type	Total
Text Msg - Sent	1	Msg	0.20
Data Usage - BlackBerry Smartphones	3.708	MB	0.00
Text Msg - Received	3	Msg	0.00
<b>Total</b>			<b>\$ 0.20</b>

Value Added Services

Service	Total
Basic Voice Mail Free (Oct 12 to Nov 11)	Free
Call Forward Busy (Oct 12 to Nov 11)	Free
Call Forward Immediate (Oct 12 to Nov 11)	Free
Call Forward No Ans (Oct 12 to Nov 11)	Free
Caller ID Free (Oct 12 to Nov 11)	Free
Corp BB40 Unlimited email (Oct 12 to Nov 11)	40.00
Detailed Billing \$0 (Oct 12 to Nov 11)	Free
Incoming Mobile Promo (Oct 12 to Nov 11)	Free
20.0% BlackBerry data disc	-8.00
<b>Total</b>	<b>\$ 32.00</b>

Other Fees

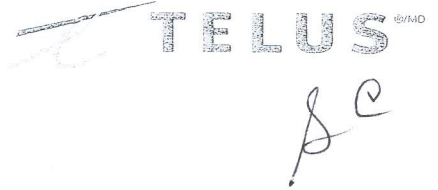
Charge	Total
Enhanced 911 Access Charge (Oct 12 to Nov 11)	0.50
System Access Fee (Oct 12 to Nov 11)	6.95
<b>Total</b>	<b>\$ 7.45</b>

Taxes

	Total
GST	2.79
<b>Total</b>	<b>\$ 2.79</b>

**Total Current Charges \$ 58.44**

PTLDP50A 00039 HRI - 1497 - 916 - 9 - 1 - 006927



**INDIVIDUAL DETAIL**

SUSAN CHURCH

**Savings Details**

Corporate Discount 12.00

**Total Month's Savings \$ 12.00**

**Current Charges - Detail**

**Monthly Service Plans Nov 12 to Dec 11**

Service Plan Name	Total
Corporate Exception 20/200	20.00
20.0% Voice disc	-4.00
<b>Total</b>	<b>\$ 16.00</b>

**Additional Local Airtime**

\*Free Airtime includes: bonus minutes, birthday calling, evenings & weekends, free incoming, \*611 and In Network Calling

Service	Total Airtime	*Free Airtime	Included Airtime	Chargeable Airtime	Total
Phone (minutes)	180:48	65:01	115:47	0:00	0.00
<b>Total</b>					<b>\$ 0.00</b>

**Data and Other Services**

Service	Total Events	Event Type	Total
Data Usage - BlackBerry Smartphones	4.719	MB	0.00
Text Msg - Received	2	Msg	0.00
<b>Total</b>			<b>\$ 0.00</b>

**Value Added Services**

Service	Total
Basic Voice Mail Free (Nov 12 to Dec 11)	Free
Call Forward Busy (Nov 12 to Dec 11)	Free
Call Forward Immediate (Nov 12 to Dec 11)	Free
Call Forward No Ans (Nov 12 to Dec 11)	Free
Caller ID Free (Nov 12 to Dec 11)	Free
Corp BB40 Unlimited email (Nov 12 to Dec 11)	40.00
Detailed Billing \$0 (Nov 12 to Dec 11)	Free
Incoming Mobile Promo (Nov 12 to Dec 11)	Free
20.0% BlackBerry data disc	-8.00
<b>Total</b>	<b>\$ 32.00</b>

**Other Fees**

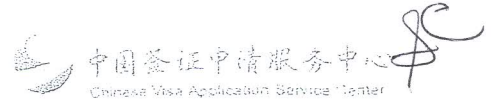
Charge	Total
Enhanced 911 Access Charge (Nov 12 to Dec 11)	0.50
System Access Fee (Nov 12 to Dec 11)	6.95
<b>Total</b>	<b>\$ 7.45</b>

**Taxes**

	Total
GST	2.78
<b>Total</b>	<b>\$ 2.78</b>

**Total Current Charges \$ 58.23**

PTL/PD50A 00041 HRI - 1468 - 897 - 11 - 1 - 007293



中国签证申请服务中心  
Chinese Visa Application Service Center

卡尔加里 CALGARY

收据/Receipt

Nov 5, 2012 10:51:37 AM NO:20121105000003

收款人/Cashier	YYC10005
取证单号/Pickup Form	12YYC1G1006318
数量/Quantity	1
签证费/Visa Fee*	CAD \$50.00
签证急件费/Visa Rush Fee*	CAD \$0.00
服务费/Service Fee	CAD \$30.00
服务加急费/Service Rush Fee	CAD \$0.00
邮寄服务费/Post Service Fee	CAD \$0.00
邮资费/Postage Fee	CAD \$0.00
销售税/GST 5.00%	CAD \$1.50
应收款/Amount Due	CAD \$81.50
实收/Amount Received	CAD \$81.50
找零/Change	CAD \$0.00
付款方式/Tender	CCARD: CAD \$81.50

注: \*为代总领馆收费项目/

Items marked with a star \* are visa fees collected on behalf of the Chinese Consulate-General

CITS V Service(CANADA) LTD.

Address: Suite 200 855-8th Avenue, SW, Calgary, AB, Canada

GST#: 809830110RT0001

*Handwritten signature*

ASSOCIATED CAB  
404-15 AVENUE N E T2E2K7  
CALGARY AB  
22143180

|||| PURCHASE ||||

11-09-2012

Trace # 130014  
K22143180436  
Inv. # 303  
Auto # 001800 RRN 001001277

Purchase	\$29.10
Tip	\$4.50
Total	\$33.60

( 00 ) APPROVED-THANK YOU

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records  
Customer copy

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403-289-1111