expense | monthly tracking report

claimant | Mosher, Ronna

position | Director, Learning

level | Director

reporting period | September 1 to October 31, 2016

date of report | December-09-16



Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Bell Mobility	09/17/2016	Monthly Service Plan	\$56.37	other disclosed	telecom/cell phone
Bell Mobility	10/17/2016	Monthly Service Plan	\$56.37	other disclosed	telecom/cell phone
College of Alberta School Superintendents Mentorship Event	09/26/2016	Travel to and from Calgary to Edmonton, Alberta	\$313.00	travel	BUS mileage
College of Alberta School Superintendents Mentorship Event	09/25/2016	Accommodation in Edmonton	\$144.82	travel	BUS accommodation
College of Alberta School Superintendents Mentorship Event	09/25/2016	Food - one dinner per diem	\$26.00	travel	BUS food/non alcoholic beverage



Bill Date: September 17, 2016

RONNA MOSHER

Mobile Ref.

Learning Services

Account #

Next Bill Date: October 17, 2016

0.00

CURRENT CHARGES

Usage and long distance

@\$.00/MB

1GB Shared Data - BlackBerry Data Usage

Monthly charg	ges billed to Oct 16, 2016		
Corp Smartshare	Unltd 55 BES Plan 36M	\$55.00	
less 14.55%	Promotional Discount	-8.00	47.00
Includes:	3 Way Calling		18
morados.	Call Waiting		
Alberta Governme			0.44
Call Forwarding		\$3.00	0. , ,
	% Promotional Discount	-3.00	0.00
Message Centre			0.00
1GB Shared Data	- BlackBerry		5.00
Corporate Data FI	ex Zone 1		0.00
Corporate Data Fl	ex Zone 2		0.00
Corporate Data Fl	ex Zone 3		0.00
Call Display			0.00
Corporate Data FI	ex USA		0.00
Corporate Text Fle	ex Zone1		0.00
Corporate Text Fle			0.00
Corporate Text Fle			0.00
Corporate Voice F			0.00
Corporate Voice F			0.00
Corporate Voice F	lex Zone3		0.00
Etelesolv			1.25
Member to Memb			0.00
Messaging Pack (0.00
Includes:	Picture Messaging		
	Image Messaging		
	Incl. Messages		
	Unlimited Incoming Messages		
Unlimited Canadia	an LD	\$10.00	
less 100.009	% Promotional Discount	-10.00	0.00
Unlimited Local Ta			0.00
U.S. Travel -Callin	g \$0.20/min		0.00
Travel US Text Sa	CE COMP.	\$10.00	
less 100.00°	% Promotional Discount	-10.00	0.00

72.6258 MB

FOR YOUR INFORMATI	0N
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary	min:sec
Weekday	68:00
Total time used	68:00
Event Summary	
Total Events	4
Total this month	\$0.00
Packet Plan Usage Sur	nmary
Total megabytes	72.6258
Total this month	\$0.00





Bill Date: September 17, 2016

RONNA MOSHER

Mobile Ref.

Learning Services

Account #

Next Bill Date: October 17, 2016

CURRENT CHARGES

' (continued)

Unlimited	Incal	Talking	Unlimited	Heans
Ullimmed	LUCGI	Idikiiiu	Ormanica	OSGUE

Unlimited Local Talking Unlimit	ed Usage	
@\$.00/minute	68:00 min:sec	0.00
Text message	3 events	0.00
Messaging Pack Unlimited Unli	mited Incoming Messages	
	1 event	0.00
Taxes		
GST		2.68

Total current charges

\$56.37



Bill Date: October 17, 2016

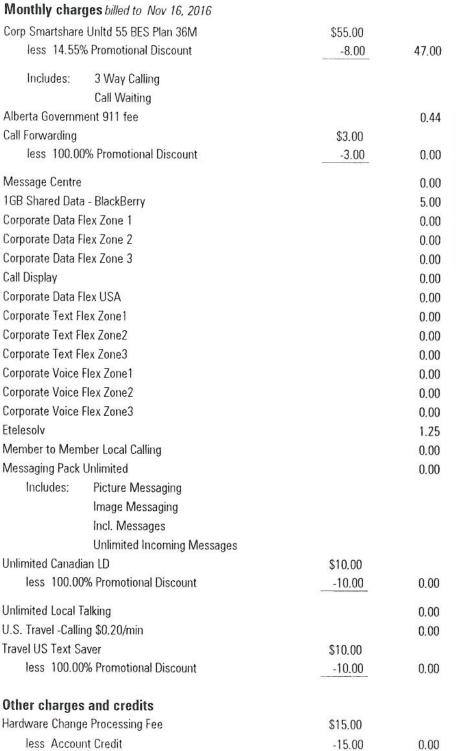
RONNA MOSHER Mobile Ref.

Learning Services

Account #

Next Bill Date: November 17, 2016

CURRENT CHARGES



FOR YOUR INFORMATION	ON
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary	min:sec
Weekday	30:00
Total time used	30:00
Event Summary	
Total Events	27
Total this month	\$0.00
Packet Plan Usage Sur	nmary
Total megabytes	73.8162
Total this month	\$0.00



Bill Date: October 17, 2016

RONNA MOSHER

Mobile Ref.

Learning Services

Account #

Next Bill Date: November 17, 2016

\$56.37

CURRENT CHARGES

(continued)

11		•		
Usage	and	lona	distance	ż

Total current charges

Usage and long distance		
1GB Shared Data - BlackBerry Da	ita Usage	
@\$.00/MB	73.8162 MB	0.00
Unlimited Local Talking Unlimited	Usage	
@\$.00/minute	30:00 min:sec	0.00
Text message	17 events	0.00
Corporate Text Flex Zone1 Unlim	ited Incoming Messages	
	8 events	0.00
Messaging Pack Unlimited Incl. N	Messages	
	2 events	0.00
Taxes		
GST		2.68



Kilometre Travel Log

Directions: Complete this form to track kilometres travelled. To receive payment, please enter the total weekly kilometres into your timesheet in PeopleSoft, and then submit a hardcopy of the Kilometre Travel Log form to your Manager or Principal. You may wish to retain a copy for your own records.

Section 1: Yo	ur Employee In	formation	on				7	To be comple	eted by	Employee
Employee ID:	*	Firs	t Name:*	Ronna		Last Nan	ne:*	Mosher		
Section 2: Tri	p Details:				***************************************		•	To be compl	eted by	/ Employee
Record the date	, purpose, beginn	ing and e	nding locati	ons, and	distance of each tr	ip on a sepa	arate r	ow.		
Date DD-MM-YY	Purpo	se for Ti	rip		Trip Starts From		Tri	p Ends At		Distance in km
09/24/16	CASS M	entorship Ev	vent		Calgary			Edmonton		313
09/25/16	CASS M	entorship E	vent		Edmonton			Calgary		313
									_	
				-						
				_						
								* * * * * * * * * * * * * * * * * * * *		
								-3:		
				_						
				-						-
				_	F					
The total week	y km must be en	tered int	o the times	heet in	PeopleSoft	Tot	tal Kil	ometres		626
PeopleSoft Tim	•	torou iii	o ano annoc	moot iii	r copiecori.		tur ren	ometres		
Section 19 and 1	ntered into Peop	leSoft			-					
Section 3:						To be cor	molete	ed by Emplo	vee an	d Approver
	ust create a PDF	copy of th	ne complete	d Travel	Log and send to: c				22	а, фр. стс.
Employee Signature:*	Original si				Time Approver N		Ī			
Employee Pho	ne:*				Time Approver S	ignature:*	Orig	Original signed by Jeannie Everett		
Date DD-MM-YY:	09/27/2	2016	Time App Phone:*	rover			Date	DD-MM-YY:*	09/2	27/2016
Personal information	is collected under the	authority of	Alberta's Free	dom of Info	rmation and Protection of	f Privacy Act (F	OIP). T	his information wi	ll be used	for the

Personal information is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP). This information will be used for the management of personnel and for the delivery of various Human Resources programs at the Calgary Board of Education. It will be treated in accordance with the privacy protection provisions of FOIP. If you have any questions about the FOIP Act, please access http://www.cbe.ab.ca/legal/foip. If you have any questions about this form and/or the use of the information, please contact the Employee Contact Centre at 1-877-353-2555.



Ronna Mosher

1221 8th St SW Calgary AB T2R0L4

Room No. Arrival Departure

Canada

INVOICE

Page No.

Folio No.

Conf. No. Cashier No.

: 100

: 09-25-16

: 09-26-16

: 1 of 1

AR Number

Membership No.

Group Code

Company Name

: College of Alberta School Supi

09-26-16

Date	Text		*			Charges		Credits
09-25-16	Room Charge					129.00		
09-25-16	Rooms GST					6.64		
09-25-16	Alberta Touris	m Levy				5.31		
09-25-16	Destination M	arketing Fee				3.87		
09-26-16	Mastercard					0.01		144.82
			XXXXXXX	XXXXX XX/X	<			
Room GST	6.64	F&B GST	0.00	AB Levy	5.31	Other Tax	3.87	
Net Amount	129.00	CAD						
				Total		144.82		144.82
			-	Balance			0,0	00

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Thank You For Staying With Us

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these charges.

Guest Signature

Radisson Hotel Edmonton South 4440 Gateway Boulevard Edmonton, Alberta T6H 5C2 Telephone: (780) 437-6010 Fax: (780) 431-5804 Email: RHI_ESAL@radisson.com GST # 84420 3075 RT0001