

expense | monthly tracking report

claimant | Ard, Ann
position | Director, Leadership & Learning
level | Director
reporting period | March 1 to April 30, 2019
date of report | June-14-19



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
University of Calgary	03/07/2019	Parking for Research Meeting	\$10.00	other disclosed	BUS general
Cell Phone	03/16/2019	Monthly Cell Phone Charges	\$52.87	other disclosed	telecom/cell phone
Cell Phone	04/16/2019	Monthly Cell Phone Charges	\$51.12	other disclosed	telecom/cell phone



This form is to be completed for each credit card transaction that is not supported by a detailed receipt from the merchant. An image of this completed form must be linked to the appropriate transaction in BMO Spend Dynamics before the transaction can be reviewed by the Cardholders supervisor.

CARDHOLDER		
Cardholder Name ANN ARD		
Card Number * * * * * * * * * * * *	Phone Number	
Department / School Leadership and Learning		
Merchant Name U of C Parking	Transaction Date YYYY-MM-DD 2019-03-07	Transaction Amount \$ 10.00
Description of purchase (what was purchased, why it was purchased, who was involved for things like PD or Food): Parking		
Reason detailed receipt / documentation is not available (steps taken to obtain missing receipt): Machine did not issue a receipt.		
Cardholder Missing Receipt Acknowledgement		
<ul style="list-style-type: none"> The information provided is a true and accurate description of the details of the purchase I confirm that every attempt has been made to obtain a duplicate receipt by contacting the merchant. However, there has been failure to produce a receipt All items purchased as part of this credit card transaction were for use by The CBE in my duties as an employee. No personal purchases were made Original documentation is not in my possession and I will not seek reimbursement for the transaction <p>I acknowledge that repeated lack of documentation could result in a cancelled relationship with the supplier and / or suspension of credit card privileges</p>		
Cardholder Signature 	Date YYYY-MM-DD 2019-03-20	

Mobile
Bill Date: February 17, 2019
Ann Ard
Mobile Ref.
Learning & Leadership

Account #
Next Bill Date: March 17, 2019

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CURRENT CHARGES for

Monthly charges billed to *Mar 16, 2019*

Corp Smartshare Unltd 55 Plan 36M	\$55.00	
less 14.54% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
1GB Shared Data - Smartphones		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00

FOR YOUR INFORMATION...

Discount Summary

Total discounts \$31.00

Total this month \$31.00

Usage Summary *min:sec*

Weekday 172:00

Weekend 122:00

Weeknight 12:00

Total time used 306:00

Event Summary

Total Events 1641

Total this month \$0.00

Packet Plan Usage Summary

Total megabytes 2,109.5827

Total this month \$1.66



000039-010369 39_6+5_794 6

Mobile
Bill Date: February 17, 2019
Ann Ard
Mobile Ref.
Learning & Leadership

Account #
Next Bill Date: March 17, 2019

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CURRENT CHARGES *for*

Usage and long distance

1GB Shared Data - Smartphones Data Usage		
@\$.00/MB	2,026.2019 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	306:00 min:sec	0.00
1GB Shared Data - Smartphones Data Usage		
@\$.02/MB	83.3808 MB	1.66
Free Bell Message	108 events	0.00
Picture/Video/File messaging	62 events	0.00
Messaging Pack Unlimited Incl. Messages		
	1097 events	0.00
Messaging Pack Unlimited Unlimited Incoming Messages		
	374 events	0.00
Taxes		
GST		2.52

Total current charges **\$52.87**

000039-010370

Mobile
Bill Date: March 17, 2019
Ann Ard
Mobile Ref.
Learning & Leadership

Account #
Next Bill Date: April 17, 2019

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CURRENT CHARGES *for*

Monthly charges billed to **Apr 16, 2019**

Corp Smartshare Unltd 55 Plan 36M	\$55.00	
less 14.54% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
1GB Shared Data - Smartphones		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00

FOR YOUR INFORMATION...

Discount Summary

Total discounts \$31.00

Total this month \$31.00

Usage Summary *min:sec*

Weekday 148:00

Weekend 8:00

Weeknight 14:00

Total time used 170:00

Event Summary

Total Events 840

Total this month \$0.00

Packet Plan Usage Summary

Total megabytes 1,713.7117

Total this month \$0.00

000041-010305 41_645_796 6

Mobile
Bill Date: March 17, 2019
Ann Ard
Mobile Ref.
Learning & Leadership

Account #
Next Bill Date: April 17, 2019

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CURRENT CHARGES *for*

Usage and long distance

1GB Shared Data - Smartphones Data Usage		
@\$.00/MB	1,713.7117 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	170:00 min:sec	0.00
Free Bell Message	106 events	0.00
Picture/Video/File messaging	54 events	0.00
Roam flex Zone 1 - Text Unlimited Incoming Messages		
	226 events	0.00
Messaging Pack Unlimited Incl. Messages		
	454 events	0.00

Taxes

GST		2.43
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Total current charges **\$51.12**

000041-010306