

# expense | monthly tracking report

claimant | Dennis, Marilyn

position | Trustee

level | Board of Trustees

reporting period | September 1 to October 31, 2019

date of report | December 13, 2019



**Calgary Board  
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
ASBA/AB Education Meeting	09/12/2019	Car Rental	\$68.49	travel	BUS airfare/bus/rail
ASBA/AB Education Meeting	09/12/2019	Taxi	\$14.20	travel	BUS airfare/bus/rail
ASBA/AB Education Meeting	09/12/2019	Hotel Accommodation	\$185.25	travel	BUS accommodation
ASBA/AB Education Meeting	09/12/2019	Meal	\$9.85	travel	BUS food/non alcoholic beverage
ASBA/AB Education Meeting	09/12/2019	Fuel	\$41.42	travel	BUS airfare/bus/rail
Bell Mobility Invoice	09/17/2019	Monthly Service Plan	\$56.37	other disclosed	telecom/cell phone
Mtg. with ASBA/AB Education	09/18/2019	Car Rental	\$74.79	travel	BUS airfare/bus/rail
Mtg. with ASBA/AB Education	09/18/2019	Parking	\$44.00	travel	BUS airfare/bus/rail
Mtg. with ASBA/AB Education	09/18/2019	Meal	\$10.76	travel	BUS food/non alcoholic beverage
Mtg. with ASBA/AB Education	09/18/2019	Fuel	\$44.62	travel	BUS airfare/bus/rail
Government Budget Announcement	10/24/2019	Car Rental	\$44.34	travel	BUS airfare/bus/rail
Government Budget Announcement	10/24/2019	Meals	\$24.04	travel	BUS food/non alcoholic beverage
Government Budget Announcement	10/24/2019	Fuel	\$51.20	travel	BUS airfare/bus/rail
Government Budget Announcement	10/24/2019	Parking	\$40.00	travel	BUS airfare/bus/rail



# Trustee Professional Development and Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: September 18 2019

Trustee's Name Marilyn Dennis, Chair and Trustee Wards 5 & 10

Purpose of Trip / Name of Conference: Board Chairs Meeting

Departure and Return Date September 12 rtn Sept 13 2019 Destination: Edmonton

Description of Expenses   Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
<b>Registration/Conference Fees</b>					
<b>Travel Costs</b>					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination	68.49			68.49	
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination	14.20 taxi			14.20	
<b>Accommodation</b>					
1 Nights @ \$ <u>185.25</u> (Single Rate)	185.25		185.25		
<b>Telecommunication Charges</b> (Internet, Phone calls)					
<b>Meals – Receipts required</b> (Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
1 Lunch(es) (Maximum \$17.00 each)	9.85			9.85	
Dinner(s) (Maximum \$26.00 each)					
Other – Provide Details	41.42 Fuel			41.42	
<b>TOTAL COST OF TRIP</b>	<b>319.21</b>		<b>185.25</b>		
<b>AMOUNT DUE TO CLAIMANT / &lt;CBE&gt;</b>				<b>133.96</b>	

**GST Breakout Area**

**NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.**

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Claimant's Signature

Payment Authorization

RENTAL AGREEMENT NUMBER 950410344

RECEIPT

YOUR INFORMATION

Customer Name : DENNIS, MARILYN  
Avis Worldwide Disc : CANADA Q1 -11 PROMO  
Methods Of Payment : VISA X

YOUR VEHICLE INFORMATION

Avis Car Number : 3 4 5 8 1 9 4 5  
Plate Number : AB K29991  
Veh Grp Charged : Intermediate SUV  
Veh Grp Rented : Intermediate SUV  
Veh Description : GRV HYUNDAI TUCSON AWD  
Total Driven : 580 KMs Odometer In: 14215 KMs  
Fuel Reading: Out 0.0 Gal | In 0.0 Gal

YOUR RENTAL

Pickup Date/Time : SEP 12, 2019@02:00 PM  
Pickup Location : 2828 23 STREET NORTHEAST  
CALGARY, AB, T2E 8T4, CA

Return Date/Time : SEP 13, 2019@01:19 PM  
Return Location : 2828 23 STREET NORTHEAST  
CALGARY, AB, T2E 8T4, CA

YOUR VEHICLE CHARGES:

MIN 1 DAY. IF NOT MET DLY RT= 70.00MAX 108 HRS

RATE CHART TIME AND MILEAGE

KMs : Unlimited

HRLY : 52.51

DAILY: 70.00

AD DY: 70.00

PER : 70.00

MIN 1DY/2A/F 200FM + 70.00

Less 10.0% Discount = 7.00

Time & Mileage: 63.00

TAXABLE FEES

ENERGY RECOVERY FEE .98 /DY + .98

VEH LIC FEE + 1.25

Subtotal Charges: 65.23

NON TAXABLE ITEMS

GST Tax 5.00 % + 3.26

Your Total Charges Paid: 68.49

Prepayment : .00

NET CHARGES: CAD 68.49

Your Total Due: 0.00

Fuel service: .4042/KM 3.800/Lit

YOUR OPTIONAL PRODUCTS/SERVICES

*Leard chairs'  
Meeting*

-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES

I agree to the rental charges above. I acknowledge additional charges could be added based on tolls, tickets, fines administrative charges and other fees which may be applicable. X \_\_\_\_\_

Thank you for renting with Avis.

If you have questions regarding this rental, call us at 403-571-3236

This vehicle was rented to you by HAIDAR

This vehicle was checked in for you by HAIDAR

CAN PRO GAS & PROPANE N  
2464 23 AVENUE NE  
CALGARY, AB T2E8J4  
4032915484

**SALE**

MID: 6338937  
TID: 001 REF#: 00000099  
Batch #: 256001 RRN: 00000100  
09/13/19 13:12:28  
APPR CODE: 06861F  
VISA Proximity  
\*\*\*\*\* \*\*/\*\*

**AMOUNT \$41.42**

APPROVED

VISA CREDIT  
AID: A0000000031010  
TVR: 00 00 00 00 00

I AGREE TO PAY ABOVE TOTAL AMOUNT  
IN ACCORDANCE WITH CARD ISSUER'S  
AGREEMENT  
(MERCHANT AGREEMENT IF CREDIT VOUCHER)  
RETAIN THIS COPY FOR STATEMENT  
VERIFICATION

THANK YOU / MERCI!

CUSTOMER COPY

**WITHOUT**  
*- the use of -*  
**ANTIBIOTICS**

A&W # 1306 Gasoline Alley East  
61 Gasoline Alley East  
Red Deer AB T4E 1B1  
403-309-2416

BEYOND HEAT IS HERE!

1 Chubby Burger	\$6.59
1 Reg Iced Tea	\$2.79
Subtotal:	\$9.38
GST:	\$0.47
Total:	\$9.85
<b>Grand Total:</b>	<b>\$9.85</b>

Drive Thru

Order #: 472

Thank You! Please Come Again!!!

HST # R 100564556

Order Started: 2:25:22 PM

Thu Sep 12, 2019 14:25:25

Cashier: Polla

Guest Copy

Co-op Taxi Line  
(780) 425-2525  
www.co-optaxi.com

Terminal 241/66284182  
Driver 4815  
19/09/12 17:53:55

SALE \*\*\*\*\*0700  
VISA CREDIT  
CHIP CARD

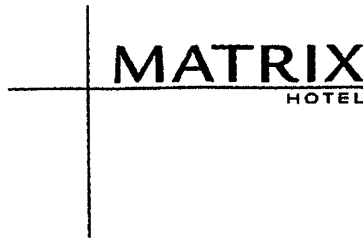
A0000000031010  
8080008000 7800  
Order # 21328276  
Ref # 0010012200 C  
Auth # 00680F

PURCHASE	
FARE	: \$ 11.20
TIP	: \$ 3.00
TOTAL	: \$ 14.20

APPROVED - THANK YOU  
(01-027)

IMPORTANT: Retain this  
copy for your records

Customer Copy  
Thank you for choosing  
Co-op taxi



**Marilyn Dennis**  
**1221 8th st SW**  
**Calgary AB t2r0l4**  
**Canada**

Room No. :  
 Arrival : 09-12-19  
 Departure Date : 09-13-19  
 Folio No. :

Conf. No. : 60063996  
 P.O. No. :

Company Name:  
 Group Name:

**INFORMATION INVOICE**

<b>Date</b>	<b>Description</b>	<b>Charges</b>	<b>Credits</b>
09-12-19	Room Revenue	165.00	
09-12-19	Destination Marketing Fee	4.95	
09-12-19	Room GST	8.50	
09-12-19	Tourism Levy	6.80	
09-13-19	Mastercard		185.25
		<b>Total Charges</b>	<b>185.25</b>
		<b>Total Credits</b>	<b>185.25</b>
		<b>Balance</b>	<b>0.00</b>

**Mobile**  
**Bill Date: September 17, 2019**  
**TRUSTEE CHAIR**  
**Mobile Ref.**  
**Trustees Office**

**Account #**  
**Next Bill Date: October 17, 2019**

71 of

## CURRENT CHARGES

### Monthly charges billed to Oct 16, 2019

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% 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
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		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...	
<b>Discount Summary</b>	
Total discounts	\$31.00
<b>Total this month</b>	<b>\$31.00</b>
<b>Packet Plan Usage Summary</b>	
Total megabytes	2.3827
Total this month	\$0.00



000038-009639 38\_38\_283 6

Mobile  
Bill Date: September 17, 2019  
TRUSTEE CHAIR  
Mobile Ref.  
Trustees Office

Account #  
Next Bill Date: October 17, 2019

72 of

**CURRENT CHARGES**

*(continued)*

**Usage and long distance**

1GB Shared Data - BlackBerry Data Usage

@\$.00/MB	2.3827 MB	0.00
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**Taxes**

GST		2.68
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<b>Total current charges</b>		<b>\$56.37</b>
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000038-0096-40



**Calgary Board  
of Education**

# Trustee Professional Development and Travel & Subsistence Expense Report

BdWk

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: October 3 2019

Trustee's Name Marilyn Dennis, Chair & Trustee Wards 5 & 10

Purpose of Trip / Name of Conference: Meeting with ASBA \ AB Education

Departure and Return Date Sept 18 2019 Destination: Edmonton

Description of Expenses   Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
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**Registration/Conference Fees**

**Travel Costs**

Airfare

Insurance

Rail/Bus

Taxi/Shuttle Bus/Car Rental  
at Destination

74.79

74.79

Personal Vehicle Km @  
50¢/Km (submit via PeopleSoft)

Parking – at Destination

44.00

44.00

**Accommodation**

Nights @ \$ \_\_\_\_\_  
(Single Rate)

**Telecommunication Charges**

(Internet, Phone calls)

**Meals – Receipts required**

(Including tips, excluding meals  
covered by Conference or Others)

Breakfast(s)  
(Maximum \$12.00 each)

Lunch(es)  
(Maximum \$17.00 each)

1 Dinner(s)  
(Maximum \$26.00 each)

10.76

10.76

Other – Provide Details

44.62 Fuel

44.62

**TOTAL COST OF TRIP**

174.17

**AMOUNT DUE TO CLAIMANT / <CBE>**

174.17

**GST Breakout Area**

**NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.**

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\_\_\_\_\_  
Claimant's Signature

\_\_\_\_\_  
Payment Authorization



RENTAL AGREEMENT NUMBER 950411000  
 Customer Name : VONNIS, MARILYN  
 Drivers Lic Number : 00ABXXXX9474  
 Methods of Payment : VISA 139799

RESERVATION NUMBER 13212292-CA-1  
 Avis Car Number : 34506200  
 Plate Number : AB J70824  
 Veh Description : BLK VOLKSWAGEN TIGUAN  
 Odometer Out : 20123 KM  
 Fuel Gauge Reading: Full

Pickup Date/Time : SEP 16, 2019 08:56 AM  
 Pickup Location : 2028 23 STREET NORTHEAST  
 CALGARY, AB, T2E 0T4, CA

Return Date/Time : SEP 19, 2019 09:00 AM  
 Return Location : 2028 23 STREET NORTHEAST  
 CALGARY, AB, T2E 0T4, CA

Additional Fees May Apply If Changes Are Made To Your Return Date, Time And/Or Location.

YOUR ESTIMATED VEHICLE CHARGES  
 MIN (DAY, IF NOT NET DLY RT= 60.00 MAX 100 HRS  
 RATE CHART TIME AND MILEAGE  
 HRLY : 51.76  
 AD DLY : 69.00  
 PER : 59.00 PER 69.00= 69.00  
 YMS : Unlimited  
 Your Estimated Time & Mileage: 69.00  
 ENERGY RECOVERY FEE .78 /DY + .78  
 PCH LIC FEE + 1.25  
 Estimated Subtotal Charges: 71.23  
 YOUR ESTIMATED TOTAL CHARGES X 74.79

YOUR OPTIONAL PRODUCTS/SERVICES  
 Loss Damage Waiver 30.00/Day Declined  
 Personal Accident Insurance Unavail  
 Personal Effects Protection Unavail  
 By my initials I accept or decline optional services/products as shown above. X  
 Please return the vehicle with the same fuel level as you received it. Please provide a receipt for fuel purchased. If you do not, additional fuel fees may apply.  
 .4222 per KM or 1.000 per Lit. X  
 I understand that important information on cashless toll roads and e-toll services can be found at [avis.com/etoll](http://avis.com/etoll). X

NOTICES 9915 NOTICES AVIS NOTICES AVIS NOTICES  
 PRIVACY: BY SIGNING THIS FORM YOU CONSENT THAT AVISCAR (AVIS) MAY COLLECT, USE & DISCLOSE YOUR PERSONAL DATA (PII):  
 (1) FOR THE PURPOSES STATED ON AVIS' PRIVACY NOTICE (INCLUDING BUSINESS MANAGEMENT, DEVELOPMENT & PROTECTION,  
 & (2) TO SEND YOU INFORMATION ABOUT PRODUCTS AND SERVICES PROVIDED BY AVIS, AVIS' AFFILIATES & AVIS SYSTEM LICENSEES.  
 WE MAY ALSO USE (BUT NOT DISCLOSE) YOUR PII TO OFFER YOU AVIS PROGRAM PARTNER PRODUCTS & SERVICES  
 BY SIGNING THIS FORM I DO NOT WISH TO RECEIVE INFORMATION ABOUT THE ABOVE PRODUCTS & SERVICES. I AGREE THE CHARGES LISTED ABOVE  
 ARE ESTIMATES AND THAT I HAVE RECEIVED ALL NOTICES AND TERMS HERE AND IN THE RENTAL JACKET. NO ADDITIONAL DRIVERS  
 ALLOWED WITHOUT PRIOR WRITTEN CONSENT. TICKETS, FINES AND ADMIN FEES TO BE CHARGED TO THIS RENTAL. X  
 THE TERMS AND CONDITIONS, THIS RENTAL AGREEMENT SIGNED BY YOU, AND A RETURN RECORD WITH COMPUTED RENTAL CHARGED TOGETHER  
 CONSTITUTE THE RENTAL AGREEMENT BETWEEN YOURSELF AND AVISCAR INC. AS THE INDEPENDENT AVIS LICENSEE IDENTIFIED ON THIS  
 RENTAL AGREEMENT.  
 If you have questions regarding this rental, call us at 1-800-571-7236 This vehicle was rented to you by HILCAR

TRANSACTION RECORD

HUSKY TC #1171

\*\*\*\*\*  
2525 32 AVE NE  
CALGARY AB T1V 6B7

ESSO EXPRESS PAY

2019-09-18 20:42:13

TRANS #: 099201  
STATION#: 00323532  
GST #: 833623325R

PUMP 11  
REGLR \$ 44.62  
43.789L AT \$1.019/L

GST INCLUDED \$ 2.12  
TOTAL : CAD\$ 44.62

TYPE: PURCHASE  
VISA

\*\*\*\*\*  
REFERENCE #:  
66473714 0010012650C  
INVOICE NO: 059253  
AUTH: 00988F

VISA CREDIT  
A0000000031010  
8080008000  
7800

VERIFIED BY PIN

01/027 APPROVED  
THANK YOU

1 Cheese  
1 Onion Ring

Station: POS4  
Order# 6079222  
Call Number# 442  
Date: Sep 18, 2019 at 7:21 PM

\*\*\*DRIVE THRU\*\*\*

Peters Drive In  
The Drive-In You Can't Drive By

Order# 6079222  
Call Number# 442  
Station# POS4  
Date: 9/18/19, 7:21 PM

Cheese \$5.50  
Onion Ring \$4.95  
Subtotal: \$10.25  
Total Tax: \$0.51  
Total: \$10.76  
Customer Paid Cash: \$10.76  
Customer Change: \$0.00

Thanks For Visiting  
Open 10:00am - 10:00pm 7 Days A Week  
www.PetersDriveIn.com  
GST#81577-43-85 RTOC

RECEIPT  
Impark Lot 02-237

License Plate Number

J70824

Expiration Date/Time

06:00 AM  
SEP 19, 2019

Purchase Date/Time: 12:09pm Sep 18, 2019  
Total Parking: \$41.90  
Total gst: \$2.10  
Total Due: \$44.00  
Total Paid: \$44.00  
Ticket #: 16021670  
S/N #: 500012451113  
Setting: Lot 237  
Mach Name: Meter 1

Rate: \$44 - All Day  
Pmt Type: CC (Swipe)

\*\*\*\*\*9799, Visa

Auth #: 00417F

gst #887315638RTO006  
NO IN AND OUT PRIVILEGES

STATIONNEMENT  
PARKING RECEIPT  
RECU DE STATIONNEMENT  
PARKING RECEIPT  
RECU DE STA



**Calgary Board  
of Education**

# Trustee Professional Development and Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: October 28 2019

Trustee's Name Marilyn Dennis, Chair & Trustee Wards 5 & 10

Purpose of Trip / Name of Conference: Government Budget Announcement

Departure and Return Date Oct 24 2019 Destination: Edmonton

Description of Expenses   Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
<b>Registration/Conference Fees</b>					
<b>Travel Costs</b>					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination	44.34				
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination	40.00				
<b>Accommodation</b>					
Nights @ \$ _____ (Single Rate)					
<b>Telecommunication Charges</b> (Internet, Phone calls)					
<b>Meals – Receipts required</b> (Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
1 Lunch(es) (Maximum \$17.00 each)	13.28				
1 Dinner(s) (Maximum \$26.00 each)	10.76				
Other – Provide Details	51.20 Fuel				
<b>TOTAL COST OF TRIP</b>	<b>159.58</b>			<b>159.58</b>	
<b>AMOUNT DUE TO CLAIMANT / &lt;CBE&gt;</b>				<b>159.58</b>	

**GST Breakout Area**

**NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.**

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Claimant's Signature

Payment Authorization





WELCOME

Shell Canada  
127 Leva Ave #100  
T4E 1B2  
RED DEER AB  
(403) 346-9230

Bronze  
PUMP No. 15  
LITRES 37.472  
PRICE/L \$1.059  
TOTAL FUEL \$39.68  
-----  
TOTAL SALE \$39.68  
VISA \$39.68

FUEL INCLUDES  
GST - Fuel \$1.89  
No. 137400032RT

00 APPROVED - THANK  
YOU 001  
APPROVAL No. 01148F  
TERMINAL No.  
89003670  
VERIFIED BY PIN

IMPORTANT  
retain this copy for  
your records

XXXXXXXXXXXX  
VISA  
PreAuth Completion C

DATE: 2019/10/24  
TIME: 19:38:39  
INV No. 0036791714

VISA CREDIT  
AID A0000000031010  
TVR 8080008000  
TSI 7800

YOUR OPINION COUNTS  
Tell us about your  
recent visit at  
www.shell.ca/opinion  
and you could win a  
FUEL FOR A YEAR  
\*Receipt Required

THANK YOU  
Questions?  
1-800-661-1600

STORE: C00367  
TRAN: 7965637  
10/24/2019 7:38:26

TRANSACTION RECORD

CALGARY HUSKY ESSO

\*\*\*\*\*  
2525 32 AVE NE  
CALGARY AB T1Y 6B7

ESSO EXPRESS PAY

2019-10-24 21:06:11

TRANS #: 133821  
STATION#: 00323532  
GST #: 833623325R

PUMP 15  
REGLR \$ 11.52  
12.536L AT \$0.919/L

GST INCLUDED \$ 0.55  
TOTAL : CAD\$ 11.52

TYPE: PURCHASE  
VISA

\*\*\*\*\*  
REFERENCE #:  
66473718 0010015270C  
INVOICE NO: 079899  
AUTH: 05820F

VISA CREDIT  
A0000000031010  
8080008000  
7800