

expense | monthly tracking report

claimant | Dyck, David

position | Education Director

level | Director

reporting period | March 1 to April 30, 2024

date of report | Friday, June 7, 2024



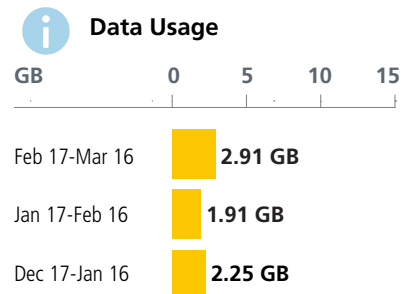
**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	03/16/2024	Monthly Service Plan	\$58.54	other disclosed	telecom/cell phone
Cell Phone	04/16/2024	Monthly Service Plan	\$60.38	other disclosed	telecom/cell phone
CASS conference, Edmonton, AB	04/24/2024	Meal per diem for lunch and dinner	\$43.00	travel	PD food/non alcoholic beverage
CASS conference, Edmonton, AB	04/26/2024	Accommodations	\$499.22	travel	PD accommodation
CASS conference, Edmonton, AB	04/26/2024	Rental car	\$229.00	travel	PD airfare/bus/rail
CASS conference, Edmonton, AB	04/26/2024	Gas	\$32.26	travel	PD airfare/bus/rail
CASS conference, Edmonton, AB	04/26/2024	Gas	\$33.18	travel	PD airfare/bus/rail



DAVID DYCK |

Monthly charges		\$
Flex Int'l SMS Roaming	Feb 17 - Mar 16	0.00
Flex Zone 1 Voice Roaming	Feb 17 - Mar 16	0.00
3GB Pooled Voice & Data	Mar 17 - Apr 16	55.00
Savings: 20% Wireless Plan	Mar 17 - Apr 16	-11.00
Unltd US/INT MSG & Unltd US LD	Mar 17 - Apr 16	0.00
CBE Cimpl Bundle	Mar 17 - Apr 16	3.50
5G Speed for All	Mar 17 - Apr 16	0.00
Unltd Text/Pic/Video Messages	Mar 17 - Apr 16	0.00
Call Display w/Name Display	Mar 17 - Apr 16	0.00
Enhanced Voicemail	Mar 17 - Apr 16	0.00
Total monthly charges		47.50



Usage Summary		Ending Mar 16, 2024	\$
Usage type	Used		
Voice	Incoming Inter Company Calls	59:00 min:sec	✓
	Unlimited Anytime Minutes	945:00 min:sec	✓
	Long Distance Charges		8.25
Data (S)	3GB Pooled Data - Included	2.90 GB	✓
Msg	Messaging Bundle - Incl - Rcvd	97 msgs	✓
	Messaging Bundle - Incl - Sent	280 msgs	✓
Text Msg	Canada to/from US or Intl - Incl - Sent	2 msgs	✓
MMS	US/Int'l Picture & Video - Incl - Sent	9 msgs	✓
Total used			8.25

Total before taxes **55.75**
GST: 815781448 2.79

Total for Wireless **\$58.54**

Legend: (S) Shared Services | ✓ No charge

Unless otherwise stated, all voice minutes, messages and wireless internet details set out above and/or in your agreement refer to usage on our network (i.e. within Canada and to a Canadian number, as applicable).

11-digit Bank Payment ID for
Online/Telephone banking

Wireless

DAVID DYCK |

Monthly charges

		\$
Flex Int'l SMS Roaming	Mar 17 - Apr 16	10.00
Flex Zone 1 Voice Roaming	Mar 17 - Apr 16	0.00
3GB Pooled Voice & Data	Apr 17 - May 16	55.00
Savings: 20% Wireless Plan	Apr 17 - May 16	-11.00
Unltd US/INT MSG & Unltd US LD	Apr 17 - May 16	0.00
CBE Cimpl Bundle	Apr 17 - May 16	3.50
5G Speed for All	Apr 17 - May 16	0.00
Unltd Text/Pic/Video Messages	Apr 17 - May 16	0.00
Call Display w/Name Display	Apr 17 - May 16	0.00
Enhanced Voicemail	Apr 17 - May 16	0.00

Total monthly charges **57.50**

Usage Summary

Ending Apr 16, 2024

Usage type	Used	\$
Voice	Incoming Inter Company Calls	71:00 min:sec ✓
	Unlimited Anytime Minutes	757:00 min:sec ✓
Data (S)	3GB Pooled Data - Included	1.45 GB ✓
Msg	Messaging Bundle - Incl - Rcvd	72 msgs ✓
	Messaging Bundle - Incl - Sent	198 msgs ✓
Text Msg	While Roaming Intl - Overage - Sent	1 msg ✓
MMS	US/Int'l Picture & Video - Incl - Sent	3 msgs ✓

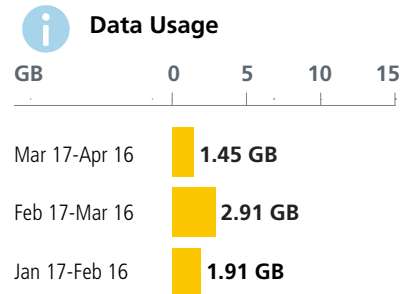
Total used **0.00**

Total before taxes **57.50**

GST: 815781448 2.88

Total for Wireless **\$60.38**

Wireless savings \$11.00



Legend: (S) Shared Services | ✓ No charge

Unless otherwise stated, all voice minutes, messages and wireless internet details set out above and/or in your agreement refer to usage on our network (i.e. within Canada and to a Canadian number, as applicable).



Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Return completed to Accounts Payable (CBEAccountsPayable@cbe.ab.ca) with a copy of your approved *Travel Within Alberta form*.

Details of Trip Please Print	Date: <u>April 26, 2024</u>
Employee's Name <u>David Dyck</u>	Vendor #: _____
School / Department to mail cheque to <u>Area 7</u>	
Purpose of Trip / Name of Conference <u>CASS Conference 2024 First Nations, Metis and Inuit Education Gathering</u>	
Departure and Return Dates <u>April 24 - 26, 2024</u>	Destination: <u>Edmonton, AB</u>

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate <small>(for information purposes)</small>	Amount Paid by CBE <small>Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)</small>	Amount Paid by Claimant <small>For Out of Pocket Expenditures (including GST)</small>	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)					
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary	229.00		229.00		
▪ Taxi/Shuttle Bus/Car Rental at Destination					
▪ Personal Vehicle _____ km @ 51¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>249.61</u> @ <u>2</u> Nights	499.22		499.22		
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch <u>1</u> @ \$17.00	17.00			17.00	
▪ Dinner <u>1</u> @ \$26.00	26.00			26.00	
▪ Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination					
Other – Provide Details	65.44		65.44		
TOTAL COST OF TRIP			1448.66	43.00	
CASH ADVANCE IF ANY–Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT				43.00	
GST Breakout Area					

I, David Dyck a Teacher certify that the above information is correct:

Claimant's Signature

Approved by Superordinate

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

FANTASYLAND HOTEL

17700 87 AVE
EDMONTON AB T5T 4V4

Dyck , David

Confirmation Number: 43701022-1

Room Number:

Room Type:

No. of Guests:

ARRIVAL	DEPARTURE	RATE PLAN	
	04/26/2024	GROUP	
DATE	CODE	DESCRIPTION	AMOUNT (CAD)
04/24/2024	RM	Room Charge	229.00
04/24/2024	RT	Alberta Tourism Levy	9.16
04/24/2024	GST	GST 845861368 RT	11.45
04/24/2024	RM	Room Charge	229.00
04/24/2024	RT	Alberta Tourism Levy	9.16
04/25/2024	GST	GST 845861368 RT	11.45
04/25/2024	MC	MasterCard *****4919	(499.22)
04/25/2024			
TOTAL DUE:			<u>0</u>

TERMS:

If a credit card was provided upon check-in, a hold was placed on the card for the full amount to be owed to the hotel, plus estimated incidentals. This hold may display as pending for telephone or online banking portals and may not be released for 72 hours or longer after departure at the discretion of your card issuer.



Rental Agreement Summary

RA#: 44GVSG
Renter: DAVID DYCK
Billing Cycle: 24-HOUR

Dates & Times **Location**

Pick up	
Wednesday, April 24, 2024 7:51 AM Start Charges:	155 CROWFOOT WAY NW CALGARY, AB T3G 3P7 (403) 241-7053
Wednesday, April 24, 2024 7:51 AM	
Anticipated Return	
Friday, April 26, 2024 5:00 PM	155 CROWFOOT WAY NW CALGARY, AB T3G 3P7 (403) 241-7053

Vehicle

2022 HYUN KONA PRE4 WHITE License: AB A37496
 VIN: KM8K2CAB8NU861135 Vehicle: 8D12SL
 Pickup: 04/24/2024 @ 7:51 AM ODO:73912 Fuel:FULL

Vehicle Condition:
 frontBumper
 scratch: front fender

Summary of Charges

Estimated Renter Charges

Charges	Price/Unit	Total
TIME & DISTANCE 24/24/04-24/26/04	\$72.00 / Day	\$216.00
NO CHARGE DISTANCE 24/24/04-24/26/04	\$0.00 / Kilometre	\$0.00
DAILY RATE:	\$72.00 / Day	
HOURLY RATE:	\$24.00 / Hour	
REFUELING CHARGE	\$1.96 / Litres	\$0.00

Optional Protections Accepted

No optional protections accepted.

Optional Protections Declined

CDW	@ \$15.99 / Day	\$0.00
RAP	@ \$5.99 / Day	\$0.00
PAI/PEC	@ \$6.99 / Day	\$0.00
CDW	@ \$29.99 / Day	\$0.00

Renter Acknowledgement of Accepted and Declined Protections

I acknowledge that I have accepted or declined protections as indicated above.

Taxes and Fees

VEHICLE LICENSE FEE RECOVERY	\$0.70 / Day	\$2.10
GOODS AND SERVICES TAX (5%)	5%	\$10.90
Total Estimated Charge:		\$229.00
Payments:		
MASTERCARD *****4919	Auth	(\$529.00)

Renter Acknowledgement of Charges
 I acknowledge that I have reviewed and agree to all Estimated Renter Charges and fees listed on Summary of Charges and further agree to pay for final charges in accordance with the Additional Terms and Conditions of this Contract.

Owner: ENTERPRISE RENT-A-CAR CANADA COMPANY GST 88936582

Additional Drivers
 No Additional Drivers are authorized to drive the vehicle with the exception of the drivers listed below.
 (Additional driver names listed here if applicable)

Please keep this Rental Agreement Summary with you in the vehicle during the rental.

Local Addenda

OPTIONAL PRODUCTS NOTICE: OUR CONTRACT OFFERS, FOR AN ADDITIONAL CHARGE, AS OPTIONAL PRODUCTS: DAMAGE WAIVER AND ROADSIDE ASSISTANCE PROTECTION. BEFORE DECIDING WHETHER TO PURCHASE ANY OF THESE PRODUCTS, YOU MAY WISH TO DETERMINE WHETHER YOUR PERSONAL INSURANCE OR CREDIT CARD PROVIDES YOU COVERAGE DURING THE RENTAL PERIOD. THE PURCHASE OF ANY OF THESE OPTIONAL PRODUCTS IS NOT REQUIRED TO RENT VEHICLE.

LIABILITY FOR LOSS BY ACCIDENT: PRIORITY OF AUTOMOBILE INSURANCE COVERAGE IS SUBJECT TO PROVINCIAL

7
166 CROWFOOT WAY NW
CALGARY, AB
T3G 4M4
403-239-4993

2024-04-26 16:11:18

STORE #: 32279
TRANS #: 694540
INVOICE NO: 000430
GST #: R119335453

PUMP 7
REGULAR
20.561L AT \$1.569/L

\$ 32.26

PST INCLUDED \$ 1.54

TOTAL CAD\$ 32.26

SALE \$ 32.26

PRE-AUTH COMPLETION
MASTERCARD

A0000000041010
0000001000
E800

INVOICE NO: 000430
TERMID: 32279S07
MERCH #: 48002985704
APPROVED 067287
REF: 016001001005
ACI/ISO 001/00

THANK YOU

CENTEX
17046 90 Ave NW
Edmonton, AB
T5T 1L6
780-444-0986

TRANSACTION RECORD

2024-04-26 13:04:02

STORE #: 14033
TRANS #: 553931
GST #: 818782781

PUMP 6
REGULAR
22.435L AT \$1.479/L

\$ 33.18

GST INCLUDED \$ 1.58

TOTAL \$ 33.18

ACCT:
MasterCard \$ 33.18

Type: PURCHASE

MasterCard

REFERENCE #: 66318870

0016630050 C AUTH

041141

Mastercard

A0000000041010

0000008000

E800

VERIFIED BY PIN

01/027 APPROVED THANK

Retain This Copy

For Your Records

- Customer's Copy -

You could have
earned \$0.45
for this purchase.
Ask us how