

expense | monthly tracking report

claimant | Unruh, Darlene

position | Director, Planning, Transportation and Environmental Services

level | Director

reporting period | November 1 to December 31, 2014

date of report | February-13-15



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	11/17/2014	Monthly Service Plan	\$65.03	other disclosed	telecom/cell phone
Cell Phone	12/17/2014	Monthly Service Plan	\$65.03	other disclosed	telecom/cell phone
Parking	11/27/2014	Off site meeting	\$7.00	other disclosed	BUS general
Food	11/27/2014	Food for meeting -Westgate Open House	\$45.20	other disclosed	BUS catering
Lunch	12/19/2014	Team Building	\$149.48	working session	PD food/non alcoholic beverage

Mobile [REDACTED]
Bill Date: November 17, 2014
DARLENE UNRUH
Mobile Ref. [REDACTED]
Transportation

Account # [REDACTED]
Next Bill Date: December 17, 2014

CURRENT CHARGES for [REDACTED] (continued)

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	110:01 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	46.8094 MB	0.00
Business Anytime Unlmt. Nights & Wknds Unlimited Usage		
@\$.00/minute	66:45 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	29:29 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	53:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0030 MB	0.00
Free Bell Message	6 events	0.00
Travel text saver Unlimited Incoming Messages		
	146 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	133 events	0.00

Taxes

GST		3.09
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Total current charges **\$65.03**

Mobile **403-519-5193**
 Bill Date: **December 17, 2014**
DARLENE UNRUH
 Mobile Ref. **██████████**
1221 8 ST SW
CALGARY, AB T2R 0L4
Transportation

Account # **██████████**
 Next Bill Date: **January 17, 2015**

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CURRENT CHARGES for ██████████

Monthly charges billed to Jan 16, 2015

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes:		
3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Alberta Government 911 fee		0.44
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
GPS Nav		10.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	-15.00	0.00
Includes:		
Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$102.50
Total this month	\$102.50
Usage Summary min:sec	
Weekday	243:55
Weekend	46:26
Weeknight	13:44
Total time used	304:05
Event Summary	
Total Events	179
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	46.6365
Total this month	\$0.00

Mobile [REDACTED]
Bill Date: December 17, 2014
DARLENE UNRUH
Mobile Ref. [REDACTED]
Transportation

Account # [REDACTED]
Next Bill Date: January 17, 2015

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CURRENT CHARGES for [REDACTED] (continued)

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	113:05 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	46.6121 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	60:10 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	50:50 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	80:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0244 MB	0.00
Free Bell Message	4 events	0.00
Travel text saver Unlimited Incoming Messages		
	103 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	72 events	0.00

Taxes

GST		3.09
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Total current charges **\$65.03**

PALLISER SQUARE

Barlene Mtg
Card
Payment Receipt
92 9461-TRAV
Station name: PDF 4 West

Entry: 11/27/14 5:02 PM
Payment date: 11/27/14 9:45

Card no.: [REDACTED]

Due: CAD 7.00

Reduction: CAD 6.00
Paid with: CAD 7.00
Amount change: CAD 0.00
Balance owed: CAD 0.00

*****1783 S
ASTERCARD
Seq# 000009 014
Purchase 14/11/27 21:46:05
Auth# 234533
APPROVED



This form must be completed for each credit card transaction (for purchases over \$20.00) that is not supported by a detailed receipt from the merchant. This form must be approved by the cardholder's Supervisor and enclosed within the Statement & Receipt Envelope.

CARDHOLDER			
Cardholder Name <i>Darlene L. Uhrak</i>			
Card Number * * * * * 1 7 8 3		Phone Number [REDACTED]	
Department / School <i>Planning + Transportation</i>			
Merchant Name <i>Cobs Bread Stadium Plaza</i>	Transaction Date YYYY MM DD <i>2014 11 29</i>	Transaction Amount <i>\$45.20</i>	
Description of purchase: <i>An assortment of muffins, scones etc for the Westgate parent meeting being held on Saturday, Nov 29, 2014.</i>			
Reason detailed receipt / documentation is not available: <i>receipt is misplaced.</i>			
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 • I acknowledge that repeated lack of documentation could result in a cancelled relationship with the supplier and / or suspension of credit card privileges 			
Cardholder Signature <i>D. Uhrak</i>		Date YYYY MM DD <i>2014 12 17</i>	

SUPERVISOR		
I have accepted the cardholder's explanation of the receipt loss and / or inability to obtain a detailed receipt		
Supervisor Signature <i>[Signature]</i> <i>for V. Coppinger.</i>	Employee ID 	Date <i>18/12/2014</i>

BREWSTERS #1 - 11th Ave
834 11th Avenue SW
Calgary, AB
T2R 0E5
403-265-2739

BEER REVOLUTION CRAFT BEER & PIZZA
BREWSTERS BREWING COMPANY
0004 Table 996 #Party 0
BR D SvrCk: 1 11:07 12/19/14

3 BLAZING SADDLE 8	45.00
1 ARMIN 8	13.00
1 JUNIOR BOY 8	14.00
1 SMOKED MEATZZA 8	15.00
1 FROMAGE 8, add ham	13.29
1 ADD VEGETABLES BEER REV	1.50
1 WILBER, sub gumbo	22.00

Sub Total: 123.79
Tax: 6.19

12/19 11:36 TOTAL: 129.98

834 11 AVENUE SW
CALGARY, ALBERTA, CANADA
www.brewsters.ca
www.beerrevolution.ca
GST(5%) #862812112RT0001
GRAB OUR BEERS TO GO...
6 PACKS NOW AVAILABLE IN OUR STORE!!
PLEASE ASK YOUR SERVER

TRANSACTION RECORD ##
Tran. #: 27881
Check #: 4
Employee #: 85
Employee Name: BR

MasterCard Purchase
AID: 4000000000000000

Amount \$129.98
Tip \$19.50
=====

TOTAL CAD\$149.48

APPROVED 134126
00-001 134126
BR01MS03/BR01MC03
846001001001
2014-12-19 11:41:28

TUR: 0000008000
TSI: E800

Customer Copy

THANK YOU
Come Again