

expense | monthly tracking report

claimant | Atallah, Ray
 position | Director, Corporate Finance
 level | Director
 reporting period | March 1 to April 30, 2016
 date of report | June-10-16



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Meeting with Alberta Education, March 17-18, 2016, Edmonton, AB	03/17/2016	Return Bus Fare Calgary-Edmonton	\$148.00	travel	BUS airfare/bus/rail
Meeting with Alberta Education, March 17-18, 2016, Edmonton, AB	03/17/2016	Cab Fare to bus terminal	\$9.00	travel	BUS general
Cell Phone	03/17/2016	Monthly Service Charge	\$55.06	other disclosed	telecom/cell phone
Chartered Professional Accountants Alberta	04/18/2016	2016 Membership Fee	\$1,103.55	other disclosed	membership, due, fees
Meeting with Edmonton Public and Catholic School Boards, April 29, 2016, Edmonton, AB	04/29/2016	Car Rental to Edmonton	\$66.32	travel	BUS general
Meeting with Edmonton Public and Catholic School Boards, April 29, 2016, Edmonton, AB	04/29/2016	Car Rental fuel	\$74.58	travel	BUS general
Cell Phone	04/17/2016	Monthly Service Charge	\$57.68	other disclosed	telecom/cell phone

From: Red Arrow Reservations <itinerary@redarrow.ca>
Sent: March-17-16 9:30 AM
To:
Subject: Invoice

Invoice

Date: 2016-03-17

Bill To: You can reach us at:

Website User

Order#	Ordered	Customer#	P.O.	Group Name	Departing	Returning	Sales Rep	Sales Agent
1514946	2016-03-17	139230	-	-	2016-03-17	2016-03-18	-	Website User

Travellers:

Atallah/Ray

Product	Details	Duration	Price Basis	Qty	Each	Billed
CALEDM 14:00 YYC Assigned to: 07B	Departs Calgary (CALTO / Calgary Ticket Office) 2016-03-17 at 14:00 Arrives Edmonton (EDMTO / Edmonton Ticket Office) 2016-03-17 at 18:05	4 hrs 5 mins	Adult	1	70.48	74.00
EDMCAL 18:30 Assigned to: 01C	Departs Edmonton (EDMTO / Edmonton Ticket Office) 2016-03-18 at 18:30 Arrives Calgary (CALTO / Calgary Ticket Office) 2016-03-18 at 22:00	3 hrs 30 mins	Adult	1	70.48	74.00

Payments Received:

Date	From	Reference	Amount
2016-03-17	Website User	MasterCard	148.00 CAD

Base Price: 140.96 CAD
 Discounts: 0.00 CAD
 Service Charges: 0.00 CAD
 GST: 7.04 CAD
 Invoice Total: 148.00 CAD
 Commission: 0.00 CAD
 Received: 148.00 CAD
 Balance: 0.00 CAD

TERMS: DUE UPON RECEIPT

GST# BN139981476

If you wish to time change, date change, or cancel for a full refund - 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures must be given. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change.

Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. If you wish to change or cancel your booking, please contact our Central Reservation line at 1-800-232-1958.

Meeting with Alberta Education
March 17-18, 2016
Edmonton, AB

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111

SALE

MID. 4189	00000005
TID 11018	01001005
Bar	13.38.06
03/17/16	
APPROVED 13.38.06	
MasterCard	

AMOUNT	\$8.00
TIP	\$1.00
TOTAL	\$9.00

00 APPROVED - 001

MasterCard

Mobile
Bill Date: March 17, 2016
RAY ATALLAH
Mobile Ref.
Corporate Financial Services

Account #
Next Bill Date: April 17, 2016

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CURRENT CHARGES for

Monthly charges billed to Apr 16, 2016

Etelesolv	\$1.25	
less 100.00% Promotional Discount	-1.25	0.00
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

Other charges and credits

1GB Shared Data - BlackBerry	Mar 17 to Apr 16	5.00
Call Display	Mar 17 to Apr 16	0.00
Member to Member Local Calling	Mar 17 to Apr 16	0.00
Messaging Pack Unlimited	Mar 17 to Apr 16	0.00
Unlimited Local Talking	Mar 17 to Apr 16	0.00
Message Centre	Mar 17 to Apr 16	0.00
Alberta Government 911 fee	Mar 17 to Apr 16	0.44
Call Forwarding	Mar 17 to Apr 16	\$3.00
less 100.00% Promotional Discount		-3.00
Corp Smartshare Unltd 55 BES Plan 36M	Mar 17 to Apr 16	\$55.00
less 14.55% Promotional Discount		-8.00
Unlimited Canadian LD	Mar 17 to Apr 16	\$10.00
less 100.00% Promotional Discount		-10.00
Travel US Text Saver	Mar 17 to Apr 16	\$10.00
less 100.00% Promotional Discount		-10.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	53:24 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	308.4112 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	14:56 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	2:51 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	21:00 min:sec	0.00
Free Bell Message	2 events	0.00
Text message	1 event	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	35 events	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$42.25
Total this month	\$42.25
Usage Summary min:sec	
Weekday	77:15
Weekend	9:22
Weeknight	5:34
Total time used	92:11
Event Summary	
Total Events	68
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	308.4112
Total this month	\$0.00

Mobile
Bill Date: March 17, 2016
RAY ATALLAH
Mobile Ref.
Corporate Financial Services

Account #
Next Bill Date: April 17, 2016

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CURRENT CHARGES *for*

Can-Can/US Text - Unlimited Incoming Messages

30 events 0.00

Taxes

GST 2.62

Total current charges

\$55.06



CPA

CHARTERED
PROFESSIONAL
ACCOUNTANTS
ALBERTA

CPA Alberta
580 Manulife Place
10180 - 101 Street
Edmonton, AB T5J 4R2

T. 780.424.7391 F. 780.425.8766
Toll Free 1-800-232-9406
Website www.cpaalberta.ca

2016 / 2017 Member Fees

Member #:
GST Reg #: 106904287RT0003
Invoice #: 1001966185



INVOICE

CPA Canada (Paid to Alberta)	\$380.00
CPA Alberta (Full Member)	\$671.00
TOTAL MEMBERSHIP FEES:	\$1,051.00

Riad Mikhael Atallah, CPA, CMA
Calgary Board of Education
1221- 8 Street SW
Calgary AB T2R 0L4

DUE DATE: MAY 31
LATE PAYMENT PENALTY IS \$150

GST and/or HST** \$52.55

Amount payable June 1 - June 30 \$1,253.55

TOTAL AMOUNT DUE

\$1,103.55

FINAL PAYMENT DEADLINE: JUNE 30
Automatic suspension and publication if not paid by June 30th

**GST: \$ 52.55 HST on CPA Canada Fees: \$ 0.00

INCOME TAX RECEIPT REQUIRED: No Yes

A. MEMBER DECLARATION - TO BE COMPLETED, SIGNED AND RETURNED WITH APPROPRIATE PAYMENT BY MAY 31

- My billing status is unchanged from that indicated above. My fees are enclosed (if applicable).
- My billing status is changed from that indicated above (proceed to sections B & C below - refer to information in enclosure).

B. CHANGED CPA CANADA OR CPA ALBERTA FEES - COMPLETE BELOW

CPA Canada fees change:

- CPA Canada fees are deducted; they are now paid to the _____ CPA provincial body.
- CPA Canada fees are added; I wish to pay this fee through CPA Alberta.

CPA Alberta fees change:

- Affiliate member fees are included (and full member fees deducted) since I no longer reside in Alberta and I am a member of another CPA provincial body or a recognized foreign accounting organization.
- Full member fees are included (and affiliate member fees deducted) since I now reside in Alberta or I am no longer eligible for affiliate member fees.

C. FEES REDUCTION (INITIAL APPLICATION OR CHANGE) - CHECK ONLY ONE BOX BELOW

Active earnings criteria: Member is not gainfully employed such that earnings from all types of employment or business do not exceed \$30,000. Please note, "active earnings" include all earnings from employment, business, professional corporations and director's fees. Active earnings include both accounting and non-accounting related income, but exclude employment insurance (EI) benefits, long-term disability benefits, investment or pension income.

- I declare that I meet the active earnings criteria (above). I have reduced my CPA Alberta and CPA Canada fee amounts by **75%**, adjusted GST/HST and remitted accordingly.
- I declare that I am permanently withdrawn from gainful employment, such that active earnings from all types of employment or business are nil, and have reduced my CPA Alberta and CPA Canada fee amounts by **100%**.
- I no longer meet the active earnings criteria for a reduction in fees. I have removed the reduction granted me and enclose the full CPA Alberta and CPA Canada fee amounts along with the appropriate GST/HST.

D. IMPORTANT INFORMATION

These membership fees cover the period April 1, 2016 to March 31, 2017.

Member signature

Date

MAKE CREDIT CARD PAYMENTS AT www.cpaalberta.ca OR REMIT THIS COPY FOR PAYMENT BY CHEQUE

ENTERPRISE RENT A CAR, 1036 - 9 AVENUE SW, CALGARY, AB T2P1L9

RENTAL AGREEMENT REF#
67185 48PHLQ

SUMMARY OF CHARGES

RENTER
ATALLAH, RAY

DATE & TIME OUT
28/04/2016 02:00 PM
DATE & TIME IN
30/04/2016 08:56 AM

Charge Description	Date	Quantity	Per	Rate	Total
TIME & DISTANCE	28/04 - 30/04	2	DAY	\$30.98	\$61.96
REFUELING CHARGE	28/04 - 30/04				\$0.00
Subtotal:					\$61.96
Taxes & Surcharges					
GST	28/04 - 30/04			5%	\$3.16
VLF	28/04 - 30/04	2	DAY	\$0.60	\$1.20
Total Charges:					\$66.32

BILLING CYCLE
24-HOUR

Total Amount Due \$0.00

VEH #1 2015 DODG DURA 1XT4
VIN# 1C4RDJAG1FC120409
LIC# L35800
KM DRIVEN 675

PAYMENT INFORMATION
AMOUNT PAID TYPE
\$66.32 Mastercard

CREDIT CARD NUMBER
PENDING

Meeting with Edmonton Public and
Catholic School Board CFOs
April 28-29, 2016
Edmonton, AB

11 HIDDEN CREEK DR.
CALGARY AB T3A 6K6

ECSD EXPRESS TCU

MAC'S CONVENIENCE ST
00302852
UNIT#100 11 HIDDEN C
CALGARY, AB T3A 6K6
URN:R104855408
04/30/2016 289643912
08:28:17 AM

PUMP# 4
REGLR 75.330L
PRICE/L \$0.989
FUEL TOTAL \$ 74.50

GST in fuel \$ 3.55
CREDIT \$ 74.50

TYPE: PURCHASE
ACCOUNT: ICARCFLEET \$74.50
AUTH: 102344-F INVOICE: TR971426
CARD NUMBER: C
VERIFIED BY PIN
A- MasterCard
B- 00000000000000000000

01 Approved - Thank You 027
LOYALTY: NO
IMPORTANT - retain this copy for your records

Mobile
Bill Date: April 17, 2016
RAY ATALLAH
Mobile Ref.
Corporate Financial Services

Account # _____
Next Bill Date: May 17, 2016

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CURRENT CHARGES for

Monthly charges billed to May 16, 2016

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
Corporate Data Flex Zone 1		0.00
Corporate Data Flex Zone 2		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Data Flex USA		0.00
Corporate Text Flex Zone1		0.00
Corporate Text Flex Zone2		0.00
Corporate Text Flex Zone3		0.00
Corporate Voice Flex Zone1		0.00
Corporate Voice Flex Zone2		0.00
Corporate Voice Flex Zone3		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

Other charges and credits

Corporate Data Flex Zone 3	Mar 17 to Apr 16	0.00
Corporate Data Flex Zone 2	Mar 17 to Apr 16	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary min:sec	
Weekday	317:00
Weekend	236:00
Weeknight	40:00
Total time used	593:00
Event Summary	
Total Events	123
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	635.6571
Total this month	\$1.25

Mobile
Bill Date: April 17, 2016
RAY ATALLAH
Mobile Ref.
Corporate Financial Services

Account #
Next Bill Date: May 17, 2016

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CURRENT CHARGES for

U.S. Travel -Calling \$0.20/min	Mar 17 to Apr 16	0.00
Corporate Data Flex USA	Mar 17 to Apr 16	0.00
Corporate Text Flex Zone2	Mar 17 to Apr 16	0.00
Corporate Data Flex Zone 1	Mar 17 to Apr 16	0.00
Corporate Voice Flex Zone3	Mar 17 to Apr 16	0.00
Corporate Voice Flex Zone2	Mar 17 to Apr 16	0.00
Corporate Text Flex Zone3	Mar 17 to Apr 16	0.00
Corporate Voice Flex Zone1	Mar 17 to Apr 16	0.00
Corporate Text Flex Zone1	Mar 17 to Apr 16	0.00

Usage and long distance

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	610.4696 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	593:00 min:sec	0.00
Email& Internet BlackBerry 1GB BlackBerry Usage		
@\$.05/MB	25.1875 MB	1.25
Free Bell Message	2 events	0.00
Text message	8 events	0.00
Corporate Text Flex Zone3 Unlimited Incoming Messages		
	45 events	0.00
Travel text saver Unlimited Incoming Messages		
	5 events	0.00
Messaging Pack Unlimited Incl. Messages		
	63 events	0.00

Taxes

GST 2.74

Total current charges

\$57.68