

**ELK ISLAND PUBLIC SCHOOLS
RANDY FOOTZ**

EXPENSES SUBMITTED FOR THE REPORTING PERIOD: MARCH 1, 2020 TO MAY 31, 2020

WORKING SESSIONS: Costs associated with meetings with internal departments or schools including travel, meals, parking, etc.					
Date	Description of Working Session	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Working Sessions			<u>\$0.00</u>	
BUSINESS TRAVEL: Costs associated with attending external meetings including travel, meals, parking, business insurance on a private vehicle, etc.					
Date	Business Reason for Travel	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Business Travel			<u>\$0.00</u>	
PROFESSIONAL DEVELOPMENT: Costs associated with attending formal courses, conferences, seminars and other professional learning events including registration, airfare, accommodations, meals, etc.					
Date	Professional Learning Event Name	Expense Type	Page Reference	Net Amount ¹	Notes
March 1 -3, 2020	Alberta Rural Education Symposium	Accommodations	2	\$346.37	
		Mileage	3,4,5	\$138.47	
	Sub-Total Professional Development			<u>\$484.84</u>	
PROFESSIONAL MEMBERSHIP DUES: Costs paid to a professional association on behalf of an individual Board member, the Superintendent, Treasurer, or Corporate Secretary.					
Date	Description of Professional Membership	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Professional Membership Dues			<u>\$0.00</u>	
TOTAL EXPENSES REPORTED FOR THE PERIOD				\$484.84	

Note:

(1) Attached receipts may include expenses for all parties who attended. Only expenses for the individual named on this report have been included above.

Elk Island Public Schools receives a GST rebate for 68% of the 5% GST. Amounts above include the net GST only.

FANTASYLAND HOTEL

**17700 87 AVE
EDMONTON AB T5T 4V4**

Footz , Randy
683 Wye Rd
Sherwood Park, AB T8B 1N2

Confirmation Number: 78996816-1
Room Number: 924
Room Type: STWN
No. of Guests: 2

ARRIVAL	DEPARTURE	RATE PLAN	ACCOUNT
03/01/2020	03/03/2020	GROUP	483561

Room Number	Confirmation Number	Name	Amount (CAD)
Date Code	DESCRIPTION	COMMENTS	
924	78996816-1	Footz , Randy	
03/01/2020 RM	Room Charge		164.00
03/01/2020 RT	Alberta Tourism Levy		6.56
03/01/2020 GST	GST 845861368 RT		8.20
03/02/2020 RM	Room Charge		164.00
03/02/2020 RT	Alberta Tourism Levy		6.56
03/02/2020 GST	GST 845861368 RT		8.20
03/03/2020 MC			(357.52)

Subtotal for 78996816-1	0.00
Sub-Total:	328.00
Total Tax:	29.52
Total Payments:	(357.52)
Total Due:	0.00

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.

Signature: X _____

Date: _____

Employee Expense Reimbursement Request

Employee Name: Randy Footz

Vendor No: **Employee No:**

School/Dept: 210/Board of Trustees

Prepared by: Amy Desaulniers
Print Name (Signature Required)

Employee: R. Footz
Print Name (Signature Required)

Authorized by: T. Boymook
Print Name (Signature Required)

Date:	April 2, 2020		
Invoice No:	BRD	EE	APR0220

(XXX = School/Dept Code)

Note: Employee signature must be obtained prior to reimbursement.

MILEAGE					
Summary as per Mileage Worksheet	Kms.	Fund	GL Code	GST	Total incl. GST
School Mileage	0		210-XXX-XXX-6525	-	-
Other Mileage	0		210-XXX-520-6525	-	-
Staff Development Mileage	270		210-542-520-7332	6.81	143.10

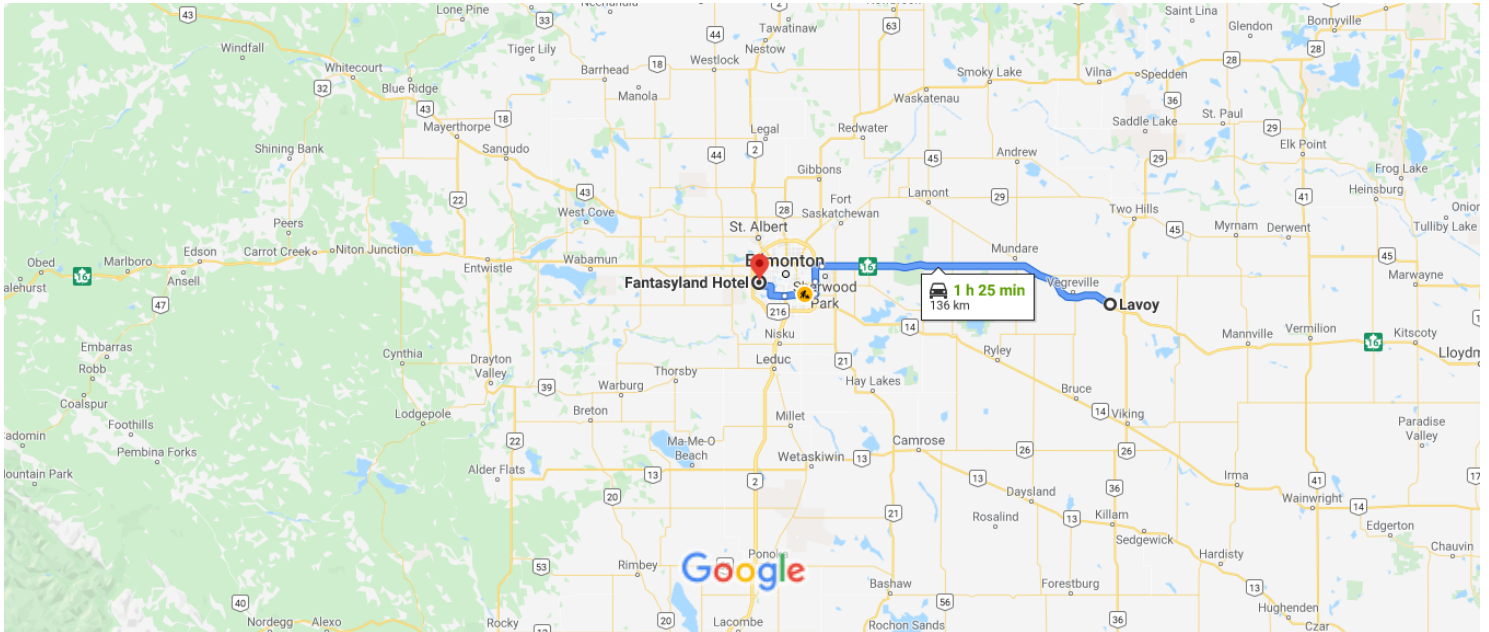
EXPENSES						
Date	Business Name	Description of Expense (e.g. Classroom Supplies)	Fund	GL Code	GST	Total incl. GST
TOTAL MILEAGE & EXPENSES					\$ 6.81	\$ 143.10

DATE	STAFF DEVELOPMENT MILEAGE		TOTAL	
mm/dd/yy	Description of Trip	Kms.	Incl. GST	GST
4/2/2020	Home to Fantasyland Hotel	135	71.55	3.41
2-Apr-20	Fantasyland to home	135	71.55	3.41
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL		270	\$ 143.10	\$ 6.81



Lavoy, Alberta T0B 2S0 to Fantasyland Hotel

Drive 136 km, 1 h 25 min



Map data ©2020 Google 20 km



via AB-16

1 h 25 min

Fastest route, the usual traffic

136 km

Explore Fantasyland Hotel



Restaurants



Hotels



Gas stations



Parking Lots



More