

927619



EXPENSE CLAIM

Claimant's Name: Cathy Wanyandie Position: Trustee Claim No. (043) Nov 25, 2019

Address: _____ Date: Nov 25, 2019

Date	Depart From	Depart Time	Arrival to	Arrival Time	Details	Total Hours	Total Kms	Meals			Lodging	Other Expenses Other (need receipts)	Honoraria
								B	L	D			
Nov 20 2019	Grande Cache	5:15 PM	Emonton	10:30 PM	Travel Day	5.15	435			1			\$ 225.00
Nov 21 2019		9:00 AM		2:30 PM	Board Evaluation	5.5				1			\$ 225.00
Nov 22, 2019	Edmonton	9:00 AM	Susa Creek	10:00 PM	Board Meeting/Travel Home	13	433			1			\$ 450.00
THIS COPY CHECKED FOR PREVIOUS PAYMENT													
VISA Deductions													
Date	Description	Amount											
Total \$ -													
						Sub-total	868	0	0	3	0.00	0.00	\$ 900.00
						Rates	0.51	15	20	30			\$ 532.68
							442.68	\$ -	\$ -	\$ 90.00	\$ -	\$ -	\$ 532.68

SUMMARY (Increase Effective September 1, 2011)			
Expenses - Accounts Payable Use Only			
Kilometers	868	at \$0.51	= \$442.68
Meals			
Breakfast	0	at \$15.00	= \$0.00
Lunch	0	at \$20.00	= \$0.00
Dinner	3	at \$30.00	= \$90.00
		Subtotal	\$90.00
Accommodations & Other Expenses			
Lodging		=	\$0.00
Other		=	\$0.00
		Total Travel	\$532.68
		Less: Visa D	\$0.00
TO BE PAID BY ACCOUNTS PAYABLE			\$532.68
Honoraria - Payroll Use Only			
Honoraria		=	\$ 900.00
		Less: 30% Payroll Deductions	270
TO BE PAID BY PAYROLL			(Approximate) \$ 630.00
Total Claim			\$ 1,162.68

WANYANDIE, CATHY
Vendor: 8433 / Invoice: 927619
202004INV02075

Breakfast - If time of departure is earlier or time of return is later than 7:30 a.m.
Lunch - If time of departure is earlier or time of return is later than 1:00 p.m.
Dinner - If time of departure is earlier or time of return is later than 6:30 p.m.
Recepted meals: up to a maximum of 50% over the scheduled rate.

Accommodation:
All arrangements are to be done by Central Office unless emergent situation - contact Board Chair.
Lodging without receipts at a rate of \$40.00 per night can be claimed.

Travel Days
0 km - 149 km = no travel day
150 km - 399 km = 1/2 travel day
Over 400 km = 1 travel day.

Honoraria
Board Chair (per day)
- 1.0 day (4-8 hours) \$275
- 0.5 day (2-4 hours) \$137.50
- .25 day (less than 2 hours) \$68.75
Trustee
- 1.0 day (4-8 hours) \$225
- 0.5 day (2-4 hours) \$112.50
- .25 day (less than 2 hours) \$56.25
Elder
- Only when invited by the Board to attend a meeting or event \$200.00 per diem

Office Use Only:	F	DBL	ES	P	SP	EA	Amount
T & S	1	461	7	70	0.00	90	532.68
Visa Deduct	1	039					
Honoraria	1	072					630.00

As per email _____
Signature of Claimant

Nov 25, 2019 _____
Date

Approved By as per email Date 11/26/2019