Staff Expense Claim

F3-08

Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Employee Service - Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
Travel											
15-Sep-10	Barrhead	Westlock	Transporation Mtg		86	$ 43.00		$ -		$ -	$ 43.00
15-Sep-14	Barrhead	Westlock	School Visit		43	$ 21.50		$ -		$ -	$ 21.50
15-Sep-14	Westlock	Busby	School Visit		27	$ 13.50		$ -		$ -	$ 13.50
15-Sep-14	Busby	Barrhead	School Visit - Return		52	$ 26.00		$ -		$ -	$ 26.00
15-Sep-15	Barrhead	Edmonton	Alberta Ed. Mtg		242	$ 121.00		$ -	Parking	$ ✓ 21.00	$ 142.00
15-Sep-16	Barrhead	Busby	Busby Meeting		104	$ 52.00		$ -		$ -	$ 52.00
15-Sep-21	Barrhead	Edmonton	ADLC/VV School Visits		242	$ 121.00		$ -	Parking	$ ✓ 18.00	$ 139.00
15-Sep-23	Barrhead	Clyde	HR Meeting		112	$ 56.00		$ -		$ -	$ 56.00
15-Sep-23	Barrhead	Dunstable	Board Meeting		64	$ 32.00		$ -		$ -	$ 32.00
15-Sep-27	Barrhead	Edmonton	CASS		242	$ 121.00	Supper	$ 25.00		$ -	$ 146.00
15-Sep-29	Barrhead	Hazel Bluff	Cognitive Coaching		64	$ 32.00		$ -		$ -	$ 32.00
15-Sep-30	Barrhead	Hazel Bluff	Cognitive Coaching		64	$ 32.00		$ -		$ -	$ 32.00
15-Sep-30	Barrhead	Busby	Busby Meeting		104	$ 52.00		$ -		$ -	$ 52.00
	place	place			-	$ -		$ -		$ -	$ -
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			Total		1,446	$ 723.00		$ 25.00		$ 39.00	$ 787.00

Budget Code:

DEDUCTIONS: (Please specify)	Amount
	$ -
	$ -
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Total for ACCT Pay	**$ 787.00**
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 787.00

Employee Signature: _____

Supervisor Signature: _____

Staff Expense Claim

F3-08
Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
		Travel									
15-Oct-05	Barrhead	Edmonton	CTV Interview		242	$ 121.00		$ -		$ -	$ 121.00
15-Oct-06	Barrhead	Fort Assiniboine	Principal Meeting		80	$ 40.00		$ -		$ -	$ 40.00
15-Oct-06	Barrhead	Busby	School Council Meeting		104	$ 52.00		$ -		$ -	$ 52.00
15-Oct-19	Barrhead	Edmonton	Legal Issues Conference		242	$ 121.00		$ -		$ -	$ 121.00
15-Oct-20	Barrhead	Edmonton	Legal Issues Conference		242	$ 121.00		$ -		$ -	$ 121.00
15-Oct-20	Barrhead	Dunstable	School Council Meeting		64	$ 32.00		$ -		$ -	$ 32.00
15-Oct-22	Barrhead	Westlock	Grad Meeting		86	$ 43.00		$ -		$ -	$ 43.00
	place	place			-	$ -		$ -		$ -	$ -
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			Total		1,060	$ 530.00		$ -		$ -	$ 530.00

Budget Code: 5 70/0670/460

DEDUCTIONS: (Please specify) Amount

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	$ -
Total for ACCT Pay	**$ 530.00**
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 530.00

Employee Signature: DGarbutt

Supervisor Signature:

Staff Expense Claim

F3-08

Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
Travel											
2-Nov-15	Edmonton	Barrhead	Bargaining Seminar		121	$ 60.50	Breakfast	$ 10.00		$ -	$ 70.50
3-Nov-15	Barrhead	Edmonton	Bargaining Seminar		121	$ 60.50	B,S	$ 35.00		$ -	$ 95.50
4-Nov-15	Edmonton	Calgary	Barg. Sem/CASS Fall Conf.		294	$ 147.00	B,S	$ 35.00		$ -	$ 182.00
6-Nov-15	Calgary	Barrhead	CASS Fall Conf.		411	$ 205.50		$ -		$ -	$ 205.50
19-Nov-15	Barrhead	Dapp	PNCS School Council Mtg		110	$ 55.00		$ -		$ -	$ 55.00
23-Nov-15	Barrhead	Edmonton	C2 Meeting		242	$ 121.00		$ -		$ -	$ 121.00
25-Nov-15	Barrhead	Westlock	RFS Meeting		86	$ 43.00		$ -		$ -	$ 43.00
26-Nov-15	Barrhead	Dapp	Attendance Meeting		110	$ 55.00		$ -		$ -	$ 55.00
27-Nov-15	Barrhead	Westlock	WES Meeting		86	$ 43.00		$ -		$ -	$ 43.00
30-Nov-15	Barrhead	Edmonton	ADLC Edmonton Meeting		242	$ 121.00		$ -		$ -	$ 121.00
30-Nov-15	Barrhead	Westlock	WES Attendance Meeting		86	$ 43.00		$ -		$ -	$ 43.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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			Total		1,909	$ 954.50		$ 80.00		$ -	$ 1,034.50

Budget Code:

DEDUCTIONS: (Please specify) Amount

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	$ -
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Total for ACCT Pay	**$ 1,034.50**
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 1,034.50

Employee Signature: D Garbutt

Supervisor Signature:

Staff Expense Claim

F3-08
Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
Travel											
1-Dec-15	Barrhead	Neerlandia	Attendnace Review		48	$ 24.00		$ -		$ -	$ 24.00
2-Dec-15	Barrhead	Dapp	Staff Meeting		110	$ 55.00		$ -		$ -	$ 55.00
2-Dec-15	Barrhead	Westlock	TBAC		86	$ 43.00		$ -		$ -	$ 43.00
3-Dec-15	Barrhead	Dunstable	Attendnace Review		64	$ 32.00		$ -		$ -	$ 32.00
4-Dec-15	Barrhead	Edmonton	Bargaining Meeting		242	$ 121.00		$ -		$ -	$ 121.00
8-Dec-15	Barrhead	Edmonton	ADLCMeeting		242	$ 121.00		$ -		$ -	$ 121.00
9-Dec-15	Barrhead	Clyde	Attendnace Review		112	$ 56.00		$ -		$ -	$ 56.00
14-Dec-15	Barrhead	Edmonton	ADLC Meeting		242	$ 121.00		$ -		$ -	$ 121.00
	place	place			-	$ -		$ -		$ -	$ -
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			Total		1,146	$ 573.00		$ -		$ -	$ 573.00

DEDUCTIONS: (Please specify)

Amount	
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Total for ACCT Pay	$ 573.00
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 573.00

Budget Code:

Employee Signature: DGarbutt

Supervisor Signature:

Staff Expense Claim

F3-08
Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
		Travel									
8-Jan-16	Barrhead	Edmonton	CASS New Member		242	$ 121.00	Supper	$ 25.00		$ -	$ 146.00
21-Jan-16	Barrhead	Westlock	School Visit		86	$ 43.00		$ -		$ -	$ 43.00
21-Jan-16	Barrhead	Neerlandia	School Visit		48	$ 24.00		$ -		$ -	$ 24.00
22-Jan-16	Barrhead	Busby	School Visit		104	$ 52.00		$ -		$ -	$ 52.00
26-Jan-15	Barrhead	Westlock	Board Meeting		86	$ 43.00		$ -		$ -	$ 43.00
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			Total		566	$ 283.00		$ 25.00		$ -	$ 308.00

Budget Code:

DEDUCTIONS: (Please specify) Amount

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	$ -
Total for ACCT Pay	**$ 308.00**
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 308.00

Employee Signature: DGarbutt

Supervisor Signature:

Staff Expense Claim

F3-08
Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
		Travel									
3-Feb-16	Barrhead	Dapp	School Visit		55	$ 27.50		$ -		$ -	$ 27.50
3-Feb-16	Dapp	Sunniebend	School Visit		23	$ 11.50		$ -		$ -	$ 11.50
3-Feb-16	Sunniebend	Westlock	School Visit		49	$ 24.50		$ -		$ -	$ 24.50
3-Feb-16	Westlock	Barrhead	Return		43	$ 21.50		$ -		$ -	$ 21.50
8-Feb-16	Barrhead	Westlock	School Visit		86	$ 43.00		$ -		$ -	$ 43.00
9-Feb-16	Barrhead	Edmonton	Concordia University		242	$ 121.00		$ -		$ -	$ 121.00
10-Feb-16	Barrhead	Clyde	School Visit		112	$ 56.00		$ -		$ -	$ 56.00
12-Feb-16	Barrhead	Westlock	Transportation Meeting		86	$ 43.00		$ -		$ -	$ 43.00
18-Feb-16	Barrhead	Westlock	Attendance Review Mtg		86	$ 43.00		$ -		$ -	$ 43.00
23-Feb-16	Barrhead	Westlock	Bus Driver Meeting		86	$ 43.00		$ -		$ -	$ 43.00
24-Feb-16	Barrhead	Westlock	Recognition Committee		86	$ 43.00		$ -		$ -	$ 43.00
26-Feb-16	Barrhead	Edmonton	TEBA Meeting		242	$ 121.00		$ -		$ -	$ 121.00
	place	place			-	$ -		$ -		$ -	$ -
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			Total		1,196	$ 598.00		$ -		$ -	$ 598.00

DEDUCTIONS: (Please specify)

	Amount
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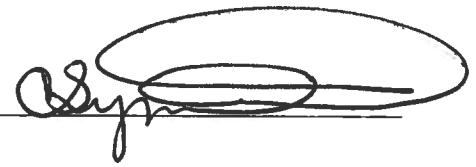
	$ -
Total for ACCT Pay	**$ 598.00**
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 598.00

Budget Code:

Employee Signature: _____

Supervisor Signature: _____



Staff Expense Claim

F3-08
Revised August 19, 2015

NAME: David Garbutt **LOCATION:** Regional Office

DATE DD-MON-YR	PLACE OF ORIGIN	PLACE OF VISIT	FUNCTION	AUTH INITIALS	TRAVEL DISTANCE (KM)	PER KM RATE $ 0.50	MEALS SELECT Breakfast Lunch or Supper	MEALS B-10.00 L-15.00 S-25.00	MISC EXPENSES DESCRIPTION (Accommodation, Taxi, Parking, etc.)	AMOUNT	EXPENSE TOTAL
		Travel									
Mar-16	Barrhead	Edmonton	CASS Meeting	CSW	242	$ 121.00		$ -		$ -	$ 121.00
Mar-16	Barrhead	Westlock	Bus Driver Meeting		86	$ 43.00		$ -		$ -	$ 43.00
Mar-16	Barrhead	Edmonton	CASS Conference	CSW	242	$ 121.00	Supper	$ 25.00		$ -	$ 146.00
-Mar-16			CASS Conference	CSW			Supper	$ 25.00		$ -	$ 25.00
-Mar-16	Barrhead	Edmonton	CASS Meeting	CSW	242	$ 121.00		$ -		$ -	$ 121.00
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			Total		812	$ 406.00		$ 50.00		$ -	$ 456.00

Budget Code:

DEDUCTIONS: (Please specify)

	Amount
	$ -
	$ -
	$ -
Total for ACCT Pay	$ 456.00
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 456.00

Employee Signature: DGarbutt

Supervisor Signature: