Staff Expense Claim

F3-08-A
Revised January 19, 2015

NAME: Mark Thiesen **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-Oct-15	Barrhead	Westlock	Classroom Walkthrough's with principal (WE, RF) + mtg with CLTs + eval mtg w/ a support staff		86	$ 43.00		$ -		$ -	$ 43.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
1-Oct-15	MFWHSR - in Red Deer Provincial Working Group					$ -	Supper	$ 25.00		$ -	$ 25.00
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
			Total		86	$ 43.00		$ 25.00		$ -	$ 68.00

Budget Code: [redacted]

DEDUCTIONS: (Please specify)

	Amount
	$ -
	$ -
	$ -
Total for ACCT Pay	$ 68.00
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 68.00

Employee Signature: [signature]

Supervisor Signature: [signature]

Staff Expense Claim

F3-08-A
Revised January 19, 2015

NAME: Mark Thiesen

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										
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
20-Nov-15	Barrhead to E Hall, to Busby: Admin Walkthroughs				149	$ 74.50	Lunch	$ 15.00		$ -	$ 89.50
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
			Total		149	$ 74.50		$ 15.00		$ -	$ 89.50

Budget Code:

DEDUCTIONS: (Please specify)	Amount
	$ -
	$ -
	$ -
Total for ACCT Pay	$ 89.50
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 89.50

Employee Signature:

Supervisor Signature: for Colleen Symprzum-Watt

Staff Expense Claim

F3-08-A
Revised January 19, 2015

NAME: Mark Thiesen **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									
4-Dec-15	Barrhead	Edmonton	CASS Zone 2/3 mtg		242	$ 121.00		$ -		$ -	$ 121.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
9-Dec-15	School/Classroom Visit: PNCS, Colonies, + Clyde for Brd mtg				151	$ 75.50		$ -		$ -	$ 75.50
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
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					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
			Total		393	$ 196.50		$ -		$ -	$ 196.50

Budget Code:

DEDUCTIONS: (Please specify)	Amount
	$ -
	$ -
	$ -
Total for ACCT Pay	$ 196.50
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 196.50

Employee Signature:

Supervisor Signature:

Staff Expense Claim

F3-08-A
Revised January 19, 2015

NAME: Mark Thiesen **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									
27-Jan-16	Barrhead	Edmonton	CASS Learning Leaders - Simon Breakspear session		242	$ 121.00		$ -		$ -	$ 121.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
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					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
			Total		242	$ 121.00		$ -		$ -	$ 121.00

DEDUCTIONS: (Please specify) Amount

	$ -
	$ -
	$ -
Total for ACCT Pay	$ 121.00
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 121.00

Budget Code:

Employee Signature:

Supervisor Signature:

Staff Expense Claim

F3-08-A
Revised January 19, 201

NAME: Mark Thiesen **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	Neerlandia	Classroom Walkthroughs		48	$ 24.00		$ -		$ -	$ 24.00
Feb 3 2016	Barrhead	Westlock	Principal - ed plan support		86	$ 43.00		$ -		$ -	$ 43.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
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					-	$ -		$ -		$ -	$ -
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			Total		134	$ 67.00		$ -		$ -	$ 67.00

Budget Code:

DEDUCTIONS: (Please specify) Amount

	$ -
	$ -
	$ -
Total for ACCT Pay	$ 67.00
TOTAL DEDUCTIONS:	$ -
TOTAL EXPENSE CLAIM:	$ 67.00

Employee Signature:

Supervisor Signature:

Staff Expense Claim

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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									
4-Mar-16	Barrhead	Edmonton	CASS Zone meeting		242	$ 121.00		$ -		$ -	$ 121.00
9-Mar-16	Barrhead	Edmonton	CASS/AI Ed Conference		242	$ 121.00		$ -		$ -	$ 121.00
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
	place	place			-	$ -		$ -		$ -	$ -
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	place	place			-	$ -		$ -		$ -	$ -
Enter Other Travel Here (to wrap text in the large field below, enter data, hit enter, return to field, then go to menu bar above where your data shows, and hit											
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					-	$ -		$ -		$ -	$ -
					-	$ -		$ -		$ -	$ -
			Total		484	$ 242.00		$ -		$ -	$ 242.00

Budget Code:

DEDUCTIONS: (Please specify) Amount

$ -
$ -
$ -

Total for ACCT Pay $ 242.00

TOTAL DEDUCTIONS: $ -

TOTAL EXPENSE CLAIM: $ 242.00

Employee Signature:

Supervisor Signature: