Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: June 15/18
Date: _____

Enter the total amount in each cell, including sales tax, if applicable

MM/DD/YY	Travel From	Travel To	Reason for Travel	Tax Rate	Km.	Rate	Hotel	Meals	Gratuity	Misc.	Total Incl. Tax	GST/ HST	Total Less HST
May 24/18	Baddeck	Halifax	Adhoc Mtg.	NS	708	###					303.52	39.59	263.93
June14/15/	Baddeck	Halifax	Bd. Committee and Board Meetings	NS	708	0.43					303.52	39.59	263.93
June10/18			Hote/lunch/taxil re Summer CALJ	NS			364.22	27.78	2.00	105.60	499.60	63.09	436.51
June 12/18			Summer CALJ - baggage fee	NS						28.75	28.75	3.75	25.00
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					1,416		364.22	27.78	2.00	134.35	1,135.39	146.02	989.37

YTD mileage (incl. this claim) 1,416

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			146.02
	640100		1020	
	640200		1020	989.37
			Total	1135.39

Name (type): George McLellan
BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____

Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: April 26/18
Date: _____

Enter the total amount in each cell, including sales tax, if applicable

MM/DD/YY	Travel From	Travel To	Reason for Travel	Tax Rate	Km.	Rate	Hotel	Meals	Gratuity	Misc.	Total Incl. Tax	GST/ HST	Total Less HST
April 24/18	Baddeck	Halifax	CSR and Adhoc Mtgs.	NS	708	###					303.52	39.59	263.93
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					**708**		-	-	-	-	**303.52**	**39.59**	**263.93**

YTD mileage (incl. this claim) 708

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			39.59
	640100		1020	
	640200		1020	263.93
			Total	303.52

Name (type): George McLellan
BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____

Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: June 15, 2018
Date: _____

Enter the total amount in each cell, including sales tax, if applicable

MM/DD/YY	Travel From	Travel To	Reason for Travel	Tax Rate	Km.	Rate	Hotel	Meals	Gratuity	Misc.	Total Incl. Tax	GST/ HST	Total Less HST
June 15/18	Sydney	Halifax	Audit/Board meetings	NS	900	###					385.83	50.33	335.50
June 14/18			Lunch w/ C.Duchesne re Audit	NS				57.16	8.00		65.16	3.73	61.43
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					900		-	57.16	8.00	-	450.99	54.05	396.94

YTD mileage (incl. this claim) 900

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			54.05
	640100		1020	61.43
	640200		1020	335.50
			Total	450.98

Name (type): John MacKinnon
BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____

Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: April 26, 2018
Date: _____

Enter the total amount in each cell, including sales tax, if applicable

MM/DD/YY	Travel From	Travel To	Reason for Travel	Tax Rate	Km.	Rate	Hotel	Meals	Gratuity	Misc.	Total Incl. Tax	GST/ HST	Total Less HST
Apr 26/18	Sydney	Halifax	Adhoc Committee mtg.	NS	900	###					385.83	50.33	335.50
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					900		-	-	-	-	385.83	50.33	335.50

YTD mileage (incl. this claim) 900

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			50.33
	640100		1020	
	640200		1020	335.50
			Total	385.83

Name (type): John MacKinnon
BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____

Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: April 19, 2018
Date: _____

Enter the total amount in each cell, including sales tax, if applicable

MM/DD/YY	Travel From	Travel To	Reason for Travel	Tax Rate	Km.	Rate	Hotel	Meals	Gratuity	Misc.	Total Incl. Tax	GST/ HST	Total Less HS
Apr19/18	Sydney	Halifax	Audit Mtg.	NS	900	###					385.83	50.33	335
Apr19/18			Lunch mtg. w/ Caroline D. re Audit mtg.	NS				54.45	7.00		61.45	3.55	57
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					**900**		**-**	**54.45**	**7.00**	**-**	**447.28**	**53.88**	**393.**

YTD mileage (incl. this claim) 900

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			53.88
	640100		1020	57.90
	640200		1020	335.50
			Total	447.28

Name (type): John MacKinnon
BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____