Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: Feb 11/22

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
				NS							-	-	
Feb 08/22	Sydney	Halifax	Bd/Audit/ meetings	NS	404	0.43					173.19	22.59	150.60
Feb 11/22	Halifax	Sydney	Return Trip	NS	404	0.43					173.19	22.59	150.60
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
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				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					808		-	-	-	-	346.39	45.18	301.21

YTD mileage (incl. this claim) 808

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			45.18
	640100		1020	
	640200		1020	301.21
			Total	346.39

Name (type): Kiki Kachafanas

BU# / Store#: Board of Directors

Signature: _____

Approved By: _____

Checked by Finance: _____

Form A11 (Effective Sept 18, 2013)

BOARD OF DIRECTORS TRAVEL EXPENSE CLAIM

Date: Feb 11/22

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
				NS							-	-	
Feb 08/22	Baddeck	Halifax	Board & Committee Meetings	NS	708	0.43					303.52	39.59	263.93
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
				NS							-	-	
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				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			
	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

February 11/22
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
				NS							-	-	
Feb 08/22	Sydney	Halifax	Board & Committee Meetings	NS	450	0.43		59.80	10.76		263.48	29.06	234.41
Feb 11/22	Halifax	Sydney	Return Trip	NS	450	0.43					192.92	25.16	167.75
				NS							-	-	
Feb 09/22				NS				57.50	10.00		67.50	3.75	63.75
				NS							-	-	
				NS							-	-	
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				NS							-	-	
				NS							-	-	
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
	GST/HST override (see instructions)										-		
Totals					900		-	117.30	20.76	-	523.89	57.98	465.91

YTD mileage (incl. this claim) 900

Account Description	Account #	SAP Drop-down text (if needed)	BU/ Store#	Amount
HST Input Tax Credit	202020			57.98
	640100		1020	
	640200		1020	465.91
			Total	523.89

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

Signature: _____

Approved By: _____

Checked by Finance: _____