

# expense | monthly tracking report

claimant | Roulson, Dianne

position | Director, Learning

level | Director

reporting period | July 1 to August 31, 2017

date of report | October-13-17



**Calgary Board  
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	07/17/2017	Monthly Service Plan	\$59.62	other disclosed	telecom/cell phone
Cell Phone	08/17/2017	Monthly Service Plan	\$56.37	other disclosed	telecom/cell phone
World Indigenous Peoples Conference on Education	02/22/2017	Registration for conference July 24 - 28, 2017	\$904.00	other disclosed	PD course or registration fee
World Indigenous Peoples Conference on Education	05/24/2017	Airfare from Calgary - Toronto	\$353.98	travel	PD airfare/bus/rail
World Indigenous Peoples Conference on Education	05/24/2017	Return airfare from Montreal - Calgary	\$423.25	travel	PD airfare/bus/rail
World Indigenous Peoples Conference on Education	05/24/2017	Seat Selection fee (reimbursed by employee)	\$21.00	travel	PD airfare/bus/rail
World Indigenous Peoples Conference on Education	05/24/2017	Seat Selection fee (reimbursed by employee)	\$23.00	travel	PD airfare/bus/rail
World Indigenous Peoples Conference on Education	23/07/2017	Baggage fee	\$67.20	travel	PD airfare/bus/rail
World Indigenous Peoples Conference on Education	23/07/2017	Taxi fare	\$8.91	travel	PD general
World Indigenous Peoples Conference on Education	24/07/2017	Taxi fare	\$9.20	travel	PD general
World Indigenous Peoples Conference on Education	29/07/2017	Accommodations	\$1,733.04	travel	PD accommodation

**From:**

**Sent:**

**To:**

**Subject:**

February-22-17 1:44 PM

Roulson, Dianne

Receipt - WIPCE 2017

**INTERNET CREDIT CARD RECEIPT**

Event Registration: WIPCE 2017

Order Date: 2017-02-22

Order Number:

Bank Auth Code:

Order Total: \$904.00

Tax - HST 13%: \$104.00

Tax - 3.67%:

Name on Card:

Email Address:

**MERCHANT INFORMATION**

Your credit card statement will show this transaction as "SNP WIPCE 2017"

Merchant Name: SIX NATIONS POLYTECHNIC INC.

Address: 2160 Fourth Line, P.O. Box 700  
Ohsweken, Ontario, N0A 1M0

Phone:

Email:

Date	Description	Charge	Payment	Balance
2017-02-22 12:42:46 PM	Event Registration	\$800.00	\$0.00	-\$800.00
2017-02-22 12:42:46 PM	Tax Charge - HST 13%	\$104.00	\$0.00	-\$904.00
2017-02-22 12:44:04 PM	Receive Credit Card -	\$0.00	\$904.00	\$0.00

Mobile [REDACTED]  
Bill Date: August 17, 2017  
DIANNE ROULSON  
Mobile Ref. [REDACTED]  
Learning Services

Account # [REDACTED]  
Next Bill Date: September 17, 2017

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## CURRENT CHARGES for [REDACTED]

### Monthly charges billed to Sep 16, 2017

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	<u>-8.00</u>	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	<u>-3.00</u>	0.00
Message Centre		0.00
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00

### FOR YOUR INFORMATION...

#### Discount Summary

Total discounts \$31.00

**Total this month \$31.00**

#### Usage Summary *min:sec*

Weekday 268:00

Weekend 36:00

Weeknight 1:00

**Total time used 305:00**

#### Event Summary

Total Events 1116

Total this month \$0.00

#### Packet Plan Usage Summary

Total megabytes 568.7763

Total this month \$0.00

Mobile [REDACTED]  
Bill Date: August 17, 2017  
DIANNE ROULSON  
Mobile Ref. [REDACTED]  
Learning Services

Account # [REDACTED]  
Next Bill Date: September 17, 2017

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**CURRENT CHARGES** for [REDACTED] (continued)

**Usage and long distance**

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	568.7763 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	305:00 min:sec	0.00
Free Bell Message	146 events	0.00
Text message	10 events	0.00
Text message	1 event	0.00
Picture/Video/File messaging	58 events	0.00
Corporate Text Flex Zone3 Unlimited Incoming Messages		
	439 events	0.00
Messaging Pack Unlimited Incl. Messages		
	462 events	0.00
<b>Taxes</b>		
GST		2.68

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**Total current charges** **\$56.37**

Mobile [REDACTED]  
 Bill Date: July 17, 2017  
 DIANNE ROULSON  
 Mobile Ref. [REDACTED]  
 Learning Services

Account # [REDACTED]  
 Next Bill Date: August 17, 2017

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**CURRENT CHARGES for** [REDACTED]

**Monthly charges billed to Aug 16, 2017**

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	<u>-8.00</u>	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	<u>-3.00</u>	0.00
Message Centre		0.00
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1-Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00

FOR YOUR INFORMATION...	
<b>Discount Summary</b>	
Total discounts	\$31.00
<b>Total this month</b>	<b>\$31.00</b>
<b>Usage Summary</b>	
	<i>min:sec</i>
Weekday	464:00
Weekend	28:00
Weeknight	32:00
<b>Total time used</b>	<b>524:00</b>
<b>Event Summary</b>	
Total Events	647
Total this month	\$0.00
<b>Packet Plan Usage Summary</b>	
Total megabytes	458.5038
Total this month	\$0.00

Mobile [REDACTED]  
Bill Date: July 17, 2017  
DIANNE ROULSON  
Mobile Ref. [REDACTED]  
Learning Services

Account # [REDACTED]  
Next Bill Date: August 17, 2017

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**CURRENT CHARGES** for [REDACTED] (continued)

**Usage and long distance**

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	458.5038 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	524:00 min:sec	0.00
Free Bell Message	34 events	0.00
Text message	19 events	0.00
Picture/Video/File messaging	5 events	0.00
Roam flex Zone 1 - Text Unlimited Incoming Messages		
	293 events	0.00
Messaging Pack Unlimited Incl. Messages		
	296 events	0.00
Long distance		2.90
<b>Taxes</b>		
GST		2.83
BC PST		0.20

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**Total current charges** **\$59.62**



Westin Harbour Castle  
1 Harbour Square  
Toronto, ON M5J 1A6  
Canada



Dianne Roulson

Page Number : 2 Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 23-JUL-17 18:38  
Depart Date : 29-JUL-17 12:01  
No. Of Guest : [REDACTED]  
Room Number : [REDACTED]  
Club Account : [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
28-JUL-17	[REDACTED]	Destination Marketing Program	6.62	
28-JUL-17	[REDACTED]	HST Dest Marketing Program	0.85	
JUL-29-2017	VI	Visa Settlement		-1733.04



\*\* Total 1733.04 -1733.04  
\*\*\* Balance -0.00

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at [westin.com/eatwell](http://westin.com/eatwell)

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Westin Harbour Castle  
 1 Harbour Square  
 Toronto, ON M5J 1A6  
 Canada



Dianne Roulson

Page Number : 1 Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 23-JUL-17 18:38  
 Depart Date : 29-JUL-17 12:01  
 No. Of Guest : [REDACTED]  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

Information Invoice

Tax ID : [REDACTED]

Westin Harbour Castl JUL-29-2017 05:21 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-JUL-17	RT2940	Room Charge	249.00	
23-JUL-17	RT2940	Room HST 13%	32.37	
23-JUL-17	RT2940	Destination Marketing Program	6.62	
23-JUL-17	RT2940	HST Dest Marketing Program	0.85	
24-JUL-17	RT2940	Room Charge	249.00	
24-JUL-17	RT2940	Room HST 13%	32.37	
24-JUL-17	RT2940	Destination Marketing Program	6.62	
24-JUL-17	RT2940	HST Dest Marketing Program	0.85	
25-JUL-17	RT2940	Room Charge	249.00	
25-JUL-17	RT2940	Room HST 13%	32.37	
25-JUL-17	RT2940	Destination Marketing Program	6.62	
25-JUL-17	RT2940	HST Dest Marketing Program	0.85	
26-JUL-17	RT2940	Room Charge	249.00	
26-JUL-17	RT2940	Room HST 13%	32.37	
26-JUL-17	RT2940	Destination Marketing Program	6.62	
26-JUL-17	RT2940	HST Dest Marketing Program	0.85	
27-JUL-17	RT2940	Room Charge	249.00	
27-JUL-17	RT2940	Room HST 13%	32.37	
27-JUL-17	RT2940	Destination Marketing Program	6.62	
27-JUL-17	RT2940	HST Dest Marketing Program	0.85	
28-JUL-17	RT2940	Room Charge	249.00	
28-JUL-17	RT2940	Room HST 13%	32.37	

Continued on the next page



Westin Harbour Castle  
1 Harbour Square  
Toronto, ON M5J 1A6  
Canada

[REDACTED]  
Dianne Roulson  
[REDACTED]

Signature \_\_\_\_\_

# WESTIN®

HOTELS & RESORTS

Page Number : 3 Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 23-JUL-17 18:38  
Depart Date : 29-JUL-17 12:01  
No. Of Guest : [REDACTED]  
Room Number : [REDACTED]  
Club Account : [REDACTED]

BECK TAXI  
1 CREDIT UNION DR  
Toronto ON, M4A 2S6



**SALE**

MD: [REDACTED]  
TD: [REDACTED] REF#: [REDACTED]  
Batch #: [REDACTED] SEQ: [REDACTED] 09:30:51  
07/24/17  
APPR CODE: [REDACTED]  
MASTERCARD  
[REDACTED] \* 2/24

AMOUNT	\$8.00
TIP	\$1.20
TOTAL	\$9.20

00 - APPROVED - 001

MasterCard  
AID: [REDACTED]  
TVR: [REDACTED]  
TSt [REDACTED]

Thank You for Choosing  
Beck Taxi  
3 Ways to Order  
PHONE-WEB-APP

-----  
SS  
CAB [REDACTED]

CUSTOMER COPY

BECK TAXI  
1 CREDIT UNION DR  
Toronto ON, M4A 2S6

**SALE**

MID: [REDACTED]  
TID: [REDACTED] REF# [REDACTED]  
Batch #: [REDACTED] SEQ: [REDACTED] 19:20:39  
07/23/17  
APPR CODE: [REDACTED]  
MASTERCARD

[REDACTED] \*\*\*  
**AMOUNT \$7.75**  
**TIP \$1.16**  
**TOTAL \$8.91**

00 - APPROVED - 001

[REDACTED]  
Thank You for Choosing  
Beck Taxi  
3 Ways to Order  
PHONE-WEB-APP  
-----

CUSTOMER COPY

AIRFLIGHT SERVICES

3300 STEELES W

CONCORD ON

CARD [REDACTED]  
CARD TYPE [REDACTED]  
DATE 2017/07/23  
TIME [REDACTED] 18:31:57  
CLERK ID [REDACTED]  
RECEIPT NUMBER [REDACTED]

-----  
PURCHASE  
AMOUNT \$56.00  
TIP \$11.20  
TOTAL

\$67.20  
-----

[REDACTED]

**APPROVED**

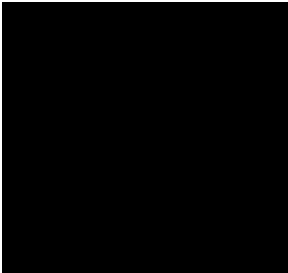
AUTH# [REDACTED] [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



# Booking Confirmation



Booking Reference: [REDACTED]

Date of issue: 24 May, 2017

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

## - Depart

Economy Tango

Wednesday  
02 Aug, 2017

**Montréal**  
Trudeau(YUL) QC



**Calgary**  
Calgary Intl. (YYC), AB



4hr35  
Economy S  
Operated by: Air Canada  
Wi-Fi  
Air Canada Café

## Passengers

Ms. Dianne Rouison

Seats

Ticket Number

Air Canada - Aeroplan



## Purchase summary

<b>Credit/Debit Card</b> [REDACTED]	<b>1 adult</b>
Amount paid: \$446.25	
<b>Tax information</b>	
<b>1 adult</b>	
Quebec Sales Tax - Canada no. [REDACTED]	
\$39.72	
Goods and Services Tax - Canada no. [REDACTED]	
\$19.41	
<hr/>	
<b>Base Fare</b>	\$13.00
<b>Surcharges</b>	23.00
<hr/>	
<b>Quebec Sales Tax - Canada no.</b> [REDACTED]	36.72
<b>Goods and Services Tax - Canada no.</b> [REDACTED]	18.41
<b>Air Travellers Security Charge</b>	7.12
<b>Airport Improvement Fee - Canada</b>	25.00
<hr/>	
<b>Total airfare and taxes before options (per passenger)</b>	<b>\$423.25</b>
<b>Number of passengers</b>	<b>X 1</b>
<hr/>	
<b>Total</b>	<b>\$423.25</b>
<hr/>	
<b>MS Dianne Roulson</b>	
[REDACTED]	20.00
Quebec Sales Tax - Canada no. [REDACTED]	2.00
Goods and Services Tax - Canada no. [REDACTED]	1.00
<hr/>	
<b>Total with options and seat selection fee</b>	<b>\$446.25</b>
<hr/>	
<b>GRAND TOTAL (Canadian dollars)</b>	<b>\$446.25</b>



## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes<sup>1</sup>

### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counters before the end of the check-in period for your flight.

**15**  
minutes

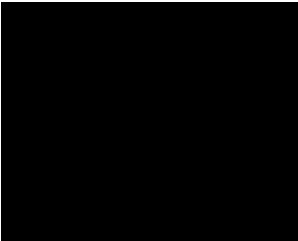
### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes



# Booking Confirmation



Booking Reference: [REDACTED]

Date of issue: 24 May, 2017

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

## - Depart

Economy Tango

Sunday  
23 Jul, 2017

**Calgary**  
Calgary Intl. (YYC), AB



**Toronto**  
Pearson Intl. (YYZ), ON



3hr39  
Economy L  
Operated by: Air Canada |  
Air Canada Café

## Passengers

Ms. Dianne Roulson

Seats

Ticket Number

Air Canada - Aeroplan



## Purchase summary

Credit/Debit Card [REDACTED]	1 adult
Amount paid \$374.98	
<b>Tax Information</b>	
1 adult	
Goods and Services Tax - Canada no. [REDACTED]	
\$17.86	
<b>Base Fare</b>	247.00
<b>Surcharges</b>	53.00
<b>Goods and Services Tax - Canada no. [REDACTED]</b>	16.86
<b>Air Travellers Security Charge</b>	7.12
<b>Airport Improvement Fee - Canada</b>	30.00
<b>Total airfare and taxes before options (per passenger)</b>	<b>\$353.98</b>
<b>Number of passengers</b>	<b>X 1</b>
<b>Total</b>	<b>\$353.98</b>
<b>MS Dianne Rouison</b>	20.00
<b>Goods and Services Tax - Canada no. [REDACTED]</b>	1.00
<b>Total with options and seat selection fee</b>	<b>\$374.98</b>
<b>GRAND TOTAL (Canadian dollars)</b>	<b>\$374.98</b>



## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes<sup>1</sup>

### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**  
minutes

### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.