

TOWN OF FORT FRANCES - SCHEDULE "B"
TRAVEL EXPENSE STATEMENT

1.	Attendee	Doug Brown							
2.	Conference/Seminar Attended	2020 ROMA Conference							
	Location (Facility and City)	Sheraton, Toronto							
	Dates	Sat Jan 18 to Tue. Jan 21/20							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation	259.72	259.72	0				182.16	701.60
	Transportation	61.00		74.00				53.25	188.25
	Breakfast	20.00	0	0					20.00
	Lunch	25.00	0	25.00					50.00
	Dinner	45.00	45.00	0				35.00	125.00
	Per Diem	10	10	10				5	35
	Other EXTRA BAG	33.90							33.90
									1133.75
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
		694.95		524.80		0		1219.75	
5.	Town Used Vehicle	Yes	No	Reason					Total
	Mileage Claimed	KM x CRA rate =			n.a				n.a
6.	Approved	Total Expenses							2373.50
		Advance Received							0
		Balance Claimed							2373.50
		Balance Refunded							452.15

The agenda must be attached to process payment

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

Jan 22/20
Date

Doug Brown
Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

		0262 10-020-0290-1500-71531	
Date	Treasurer	A / P	Cashier

Doug Brown

AEROPORT TAXI & LIMOUSINE
849 WESTPORT CRES
MISSISSAUGA ON L5T1E7

10-020-0240-1500-71531
Merchant ID: 5665635
Term ID: 146
Ref #: 001

Sale

XXXXXXXXXXXX3059

VISA

Entry Method: Chip

01/19/20

08:36:49

Inv #: 000001

Appr Code: 025111

Apprvd

Batch#: 019001

Amount: \$ 56.00

Tip: \$ 5.00

Total: \$ 61.00

By entering a verified PIN, cardholder
agrees to pay issuer such total in
accordance with issuer's agreement with
cardholder (Merchant agreement if credit
voucher).

Retain this copy for statement
verification.

Application Label: VISA CREDIT
AID: A0000000031010
TVR: 80 80 00 80 00
TSI: 78 00

Customer Copy

10-020-0240-1500-71531

SHELL CANADA PRODUCTS
1110 WEST ARTHUR STREET
THUNDER BAY, ON P7E 6P9
(807) 473-4325

Tax Description

Qty

Amount

H Bronze No5
41.635 L @ \$1.279/ L \$53.25

Sub Total \$53.25
13.0% HST tax on \$0.00 \$0.00
5.0% HST-F tax on \$0.00 \$0.00

TOTAL \$53.25

VISA: \$53.25

Change \$0.00

Fuel Includes HST 13.0% \$6.13
Fuel Includes HST-F 5.0% \$0.00
HST - Fuel - ON No. 137400032RT

01 APPROVED - THANK YOU 001

VISA

XXXXXXXXXXXX3059

TERMINAL No. 89203442

PURCHASE

H

DATE: 2020/01/18

TIME: 19:28:11

INV No. 2034423498

FF/DT 20

APPROVAL No. 043311

VISA CREDIT

AID A0000000031010

NO SIGNATURE
TRANSACTION

IMPORTANT

retain this copy for your records

10-020-0240-1500-71531

BECK TAXI
1 CREDIT UNION DR
Toronto ON, M4A 2S6
www.becktaxi.com
(416)751-5555

SALE

MID: 5839181

TID: A5839181

REF#: 00000003

Batch #: 329

SEQ: 329001001003

01/21/20

13:00:47

CVC: Y

APPR CODE: 014241

VISA

*****3059C

AMOUNT

\$74.00

00 - APPROVED - 001

VISA CREDIT

AID: A0000000031010

TVR: 80 80 00 80 00

TSI: 78 00

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

SC

CAB 376

CUSTOMER COPY

AIR CANADA
AIRPORT FEE RECEIPT
TICKET NO:



NAME: BROWN/DOUGLASMR
DATE OF ISSUE: 19 JAN 2020

PNR RECLOC:
ISSUED BY :

COUPON 1 OF 1
RV44LV
YQTTB

10-020-0262-1500-7153
Jany

AMOUNT	TAX	TOTAL
30.00	03.90RC	33.90

FIRST BAGGAGE FEE
EMD 0144202350451

GRAND TOTAL	30.00	03.90	33.90
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FORM OF PAYMENT: — IN CANADIAN DOLLARS VI*****3059
GST/TPS HST/TVH NO. 100092287 RT000 QST/TVQ NO. 1000-043-172 RT000
FEES ARE NON-REFUNDABLE



0262
10 = 020 - ~~0240~~ - 1500 - 71231
Dy 2
Jan 22/20

Kathryn Lawson
320 Portage Ave
Fort Frances, ON P9A 3P5
Canada
Brown, Douglas
Company Name: Township of Fort Frances

Room No. 520
Arrival : 01/18/20
Departure : 01/19/20
Invoice No. :
Conf. No. : 510364
Cashier No. : 43
Purchase :
Order :
A/R No. :

Group Name:

INVOICE

HST No.: 10009 4077 RT 0004

Date	Description	Charges	Credits
01/18/20	Room Charge	155.00	
01/18/20	Municipal Accommodation Tax (4%)	6.20	
01/18/20	HST on MAT (13%)	0.81	
01/18/20	Harmonized Sales Tax (13%)	20.15	
01/19/20	Visa - Front Desk		182.16
Total Charges		182.16	
Total Credits			182.16
Balance			0.00

Page No. 1 of 1

Signature: _____

I agree to the charges and understand that any outstanding charges will be charged to my credit card after departure.

Valhalla Inn

1 Valhalla Inn Road, Thunder Bay, P7E 6J1 || Telephone: 807-577-1121 || Fax: 807-475-4723 || www.valhallainn.com

10-020-0240-1500-71531



SHERATON
EST 1937

Day B

Jan 22/20

Sheraton Centre Toronto Hotel
123 Queen Street West
Toronto, ON M5H 2M9
Canada
Tel: (416) 361-1000 Fax: 416-947-4854

Douglas Brown
320 Portage Avenue
Fort Frances, ON, P9A3P9
Canada
AS1830 - ROMA AGM And Annual Conference

Page Number : 1 Invoice Nbr : 1209632
Guest Number : 7412624
Folio ID : A
Arrive Date : 19-JAN-20 08:56
Depart Date : 21-JAN-20 07:20
No. Of Guest : 1
Room Number : 915
Marriott Bonvoy Number :

Tax Invoice

Tax ID : 737124495

Sheraton Centr YYZTC JAN-21-2020 07:20 BCHAY842

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-JAN-20	DEPOSIT	Deposit-VI-8250		-259.72
19-JAN-20	RT915	Room Chrg - Grp - Association	221.00	
19-JAN-20	RT915	Room HST	28.73	
19-JAN-20	RT915	Municipal Tax	8.84	
19-JAN-20	RT915	HST Municipal Tax	1.15	
20-JAN-20	RT915	Room Chrg - Grp - Association	221.00	
20-JAN-20	RT915	Room HST	28.73	
20-JAN-20	RT915	Municipal Tax	8.84	
20-JAN-20	RT915	HST Municipal Tax	1.15	
21-JAN-20	VI	Visa-3059		-259.72
For Authorization Purpose Only				
xxxxxx3059				
Date	Time	Code	Authorized	
19-JAN-20	08:56	089441	336.98	
** Total			519.44	-519.44
*** Balance			-0.00	

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