

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
13044000000000001	<input checked="" type="checkbox"/>	116.22	G	5.53
13043510000000011	<input checked="" type="checkbox"/>	42.26	G	2.01
13843000164000050	<input checked="" type="checkbox"/>	52.84	G	2.52
13047000000000051	<input checked="" type="checkbox"/>	2001.31	G	0.00
Total Without Taxes:				2202.57
Tax Total:				<u>10.06</u>
Total With Taxes:				2212.63

Comments:

The International Event I am travelling to is in London. I am leaving a few days early and I am flying into Dublin Ireland I have attached the cost of a return to flight to London on the day of booking (\$2001.31) as well as the booked flight receipt to Dublin (\$2180.81) which is more costly. I paid for the flight to Dublin with return flight from London but am only seeking reimbursement for what the cost of the flight would have been to and from London.

Submitting this expense claim certifies that the foregoing expenses were incurred for Battle River School Division business and are in compliance with School Division Administrative Procedure 115. Click here to view Administrative Procedure.

PLEASE MAKE SURE ALL OF YOUR RECEIPTS ARE ATTACHED AS A PDF. IF RECEIPTS ARE MISSING YOUR CLAIM WILL BE DELAYED.

▼ GL DISTRIBUTION AND APPROVAL

Task ID: 0000107748 - Created: 17-Mar-2025 10:23.47 AM - By: Natasha Wilm - Processed: 18-Mar-2025 08:41.50 PM - By: Rhae-Ann Holoien

Action Taken: No Objection

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
13044000000000001	<input checked="" type="checkbox"/>	116.22	G	5.53
13043510000000011	<input checked="" type="checkbox"/>	42.26	G	2.01
13843000164000050	<input checked="" type="checkbox"/>	52.84	G	2.52
13047000000000051	<input checked="" type="checkbox"/>	2001.31	G	0.00
Total Without Taxes:				2202.57
Tax Total:				<u>10.06</u>
Total With Taxes:				2212.63

Authorizer Comment:

▼ FINAL AP SECTION

Task ID: 0000107748 - Created: 18-Mar-2025 08:41.50 PM - By: Rhae-Ann Holoien - Processed: 20-Mar-2025 01:47.36 PM - By: Lana Delorey

Action Taken: Approve Expense

Fiscal Period:202507

Vendor Number: [REDACTED] - Wilm, Natasha L

Invoice Description:

Flight & Mileage

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
130440000000000001		116.22	G	5.53
130435100000000011		42.26	G	2.01
138430001640000050		52.84	G	2.52
130470000000000051		2001.31	G	0.00
Total Without Taxes:				2202.57
Tax Total:				<u>10.06</u>
Total With Taxes:				2212.63