

**Township of Puslinch
Expense Report
Updated March 1, 2017**

From (dd/mm/yy)	To (dd/mm/yy)
20/01/2019	29/01/2019

Name of Claimant: Surname, First Name
Bulmer, Matthew

I warrant that I have a valid driver's licence and vehicle insurance coverage.

Claimant's Signature _____

14/02/2019
Date (DD/MM/YY)

Check if the above is not applicable

Approval _____

20/02/2019
Date (DD/MM/YY)

Business Travel Detail						
Item No.	Date (dd/mm/yy)	Destination/Explanation	Daily Travel (km)	From (Location)	To (Location)	Includes return km (Yes/No)
1	25/01/2019	Greyhound ticket Round trip Jan 27/2019 Jan 29/2019	✓	Aberfoyle Toronto	Toronto Aberfoyle	Yes \$ 30.29
2						
3						
4						
5						
6						
7						
			Total Kilometers			
			Rate/km	\$	0.50	
			Total Mileage	\$	30.29	

FINANCE DEPARTMENT

Prices, Extensions & Totals Checked:

Check No. DD 677

GL Account No. 180-4308, 4312, 4313

Approved By: _____

↳ 180-4308

Business Expense Detail (Attach all original and itemized invoices/receipts)				
Item No.	Date (dd/mm/yy)	Item Description	Total Expenses (including taxes)	General Ledger Account Code
1	29/01/2019	Sheraton Hotel - conference ROMA ✓	\$ 604.16	180-431
2	27/01/2019	Evergreen Thai Restaurant Dinner 1x \$15.00 + 1.95 (tax) ✓	\$ 16.95	180-4
3				
4				
5				

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6				
7				
Totals			\$	621.01
Total \$ Amount Due			\$	651.40

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



Sheraton

MATTHEW BULMER
 7404 Wellington Rd 34
 Puslinch, ON, N0B2J0
 Canada
 AS1108 - ROMA ASSOCIATION OF MUNICIPALIT

Page Number : 1 Invoice Nbr : 969417
 Guest Number : 7140727
 Folio ID : A
 Arrive Date : 27-JAN-19 11:16
 Depart Date : 29-JAN-19 08:27
 No. Of Guest : 1
 Room Number : 1733
 Club Account :

Tax Invoice

Tax ID : 737124495
 Sheraton Centr YYZTC JAN-29-2019 08:27 MCHOY466

Date	Reference	Description	Charges (CAD)	Credits (CAD)
27-JAN-19	RT1733	Room Chrg - Grp - Association	257.00	
27-JAN-19	RT1733	Room HST	33.41 ✓	
27-JAN-19	RT1733	Municipal Tax	10.28	
27-JAN-19	RT1733	HST Municipal Tax	1.34 ✓	
28-JAN-19	RT1733	Room Chrg - Grp - Association	257.00	
28-JAN-19	RT1733	Room HST	33.41 ✓	
28-JAN-19	RT1733	Municipal Tax	10.28	
28-JAN-19	RT1733	HST Municipal Tax	1.34 ✓	
29-JAN-19	VI	Visa-9969		-604.06
For Authorization Purpose Only				
xxxxxx9969				
Date	Code	Authorized		
27-JAN-19	09034F	693.9		
** Total			604.06	-604.06
*** Balance			0.00	

Continued on the next page

GREYHOUND CANADA TRANS CO

RECEIPT & ITINERARY ** NOT GOOD FOR TRAVEL **

FROM: GUELPH ON DEPART: Sun 27Jan19 CONF#: 5719671401
 TO: TORONTO ON BULMER MATTHEW ROUND TRIP/ADULT

*** CITY ***	ARRIVAL	LAYOVER	DEPARTURE	SCHEDULE
GUELPH ON			08:55a 27Jan19	GLC 5502
TORONTO ON	10:55a 27Jan19		02:00p 29Jan19	GLC 5655
GUELPH ON	03:45p 29Jan19			GLC 5655

Total = \$ 30.29

FARE PAID: \$26.80 FAC. FEE: NONE 50% SDR DISCOUNT
 GST TAX: \$3.49 Bankcard DEBIT 00217 GUELPH ON
 PROV TAX: XX BD/BD 25Jan19 10:00a 1000
 FEE: NONE DOC #: CT0217A
 EXCESS BAG: \$0.00 PROV TAX ID: 891646655RT1
 EXCESS VAL: \$0.00 FED TAX ID: 891646655RT1 ** VOID IF DETACHED **

Evergreen Thai Restaurant

175 Dundas St. W
 Toronto, ON M5G 1C7
 Tel: 416-581-8668

DATE/TIME: 01/27/19 19:17:16
 STATION #: 01-1 Server: New Cashie
 RECEIPT #: 001-1-0005

Table 3

Bill

Product	Price	Qty	Sum
Dinner Combo	15.00	1	15.00
Dinner Combo	15.00	1	15.00
SubTotal			\$30.00
HST			\$3.90
TOTAL			\$33.90

GST#: 851263582
 www.evergreenthai.com
 email: info@evergreenthai.com