

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



Sheraton

Mr Matthew Bulmer
 Township Of Puslinch
 7404 Wellington Rd 34
 Guelph, ON, N1H 6H9
 Canada

Page Number : 1 Invoice Nbr : 524924
 Guest Number : 6379399
 Folio ID : A
 Arrive Date : 29-JAN-17 11:01
 Depart Date : 31-JAN-17 09:44
 No. Of Guest : 2
 Room Number : 2639
 Club Account :

Copy Tax Invoice

Tax ID : 844048108
 Sheraton Centre JAN-31-2017 09:50 CDAS1

Date	Reference	Description	Charges (CAD)	Credits (CAD)
29-JAN-17	DEPOSIT	Deposit-VI-8601		-242.44
29-JAN-17	RT2639	Room Chrg Grp Association	209.00 ✓	
29-JAN-17	RT2639	Rooms HST	27.17 ✓	
29-JAN-17	RT2639	Destination Marketing Program	5.56 ✓	
29-JAN-17	RT2639	HST Dest Marketing Prgm	0.71 ✓	
30-JAN-17	RT2639	Room Chrg Grp Association	209.00	
30-JAN-17	RT2639	Rooms HST	27.17	
30-JAN-17	RT2639	Destination Marketing Program	5.56	
30-JAN-17	RT2639	HST Dest Marketing Prgm	0.71	
31-JAN-17	VI	Visa-8601		-242.44

For Authorization Purpose Only

xxxxx8601

Date	Code	Authorized
29-JAN-17	046808	321.86

** Total 484.88 -484.88
 *** Balance 0.00

FINANCE DEPARTMENT	
Prices, Extensions & Totals Checked:	
Cheque No.	20888
GL Account No.	180-4313
Approved By:	

Continued on the next page

From (dd/mm/yy)	To (dd/mm/yy)
29/01/17	31/01/17

Name of Claimant: Surname, First Name
Bulmer, Matthew

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

Claimant's Signature _____

Ap. _____

05/02/17 RECEIVED
Date (DD/MM/YY)

8/2/2017 FEB 08 2017
Date (DD/MM/YY)

Township of Puslinch

Business Travel Detail						
Item No.	Date (dd/mm/yy)	Destination/Explanation	Daily Travel (km)	From (Location)	To (Location)	Includes return km (Yes/No)
1						
2						
3						
4						
5						
6						
7						

Total Kilometers -
Rate/km \$0.50
Total Mileage \$-

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	29/01/17	Greyhound Bus Fare, one way to Toronto for ROMA conference	✓ \$15.82	4308
2	29/01/17	Pho Orchid Restaurant dinner invoice, 1/2 of invoice total	✓ \$13.25	4312
3	31/01/17	Shopsy's Deli lunch invoice	✓ \$18.65	✓
4				
5				
6				
7				

FINANCE DEPARTMENT	
Prices, Extensions & Totals Checked:	
Cheque No.	20908
GL Account No.	180-4308.4312
Approved By:	

Totals \$47.72
Total \$ Amount Due \$47.72