

From (dd/mm/yy)	To (dd/mm/yy)
19/01/2020	21/01/2020

Name of Claimant: Surname, First Name
Jessica Goyda

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



29/01/20
Date (DD/MM/YY)

Check if the above is not applicable



12/02/20.
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	19/01/20	Toronto/Roma	85 ✓	Puslinch	Sheraton 123 Queen St Toronto	No
2						
3	29/01/20	Home/From Roma	85 ✓	Sheraton Toronto	Puslinch	Wa
4						
5						
6						
7						

4308

FINANCE DEPARTMENT
Prices, Extensions & Totals Checked: BC
Cheque No. DD 1580
GL Account No. 180-4308, 4313
Approved By: MH

Total Kilometers 170
Rate/km \$ 0.50
Total Mileage \$ 85.00

Business Expense Detail (Attach all original and itemized invoices/receipts)			
Item No.	Date (dd/mm/yy)	Item Description	General Ledger Account Code
1	21/01/20	Sheraton Toronto to attend ROMA Conference	4313
2			
3	19/01/20	Parking at Sheraton for Jan 19	4313
4	21/01/20	Parking at Sheraton for Jan 20	4313
5			
6			
7			

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

Totals \$ 351.98
Total \$ Amount Due \$ 436.98

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



Jessica Goyda
 7404 Wellington Rd 34
 Puslinch, ON, N0B2J0
 Canada
 AS1830 - ROMA AGM And Annual Conference

Page Number : 1 Invoice Nbr : 1209905
 Guest Number : 7434388
 Folio ID : A
 Arrive Date : 19-JAN-20 17:59
 Depart Date : 21-JAN-20 06:59
 No. Of Guest : 1
 Room Number : 561
 Marriott Bonvoy Number :

Tax Invoice

Tax ID : 737124495
 Sheraton Centr YYZTC JAN-21-2020 06:59 MBOCA228

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-JAN-20	DEPOSIT	Deposit-VI-4225		-341.98
19-JAN-20	mb861	Service Adjustments		-50.00
19-JAN-20	RT561	Room Chrg - Grp - Association	291.00 -	
19-JAN-20	RT561	Room HST	37.83 ✓	
19-JAN-20	RT561	Municipal Tax	11.64 -	
19-JAN-20	RT561	HST Municipal Tax	1.51 ✓	
20-JAN-20	RT561	Room Chrg - Grp - Association	291.00 -	
20-JAN-20	RT561	Room HST	37.83 ✓	
20-JAN-20	RT561	Municipal Tax	11.64 -	
20-JAN-20	RT561	HST Municipal Tax	1.51 ✓	
21-JAN-20	MC	MasterCard-6282		-291.98

For Authorization Purpose Only

xxxxxx6282

Date	Time	Code	Authorized
19-JAN-20	14:49	144859	443.72

Approve EMV Receipt for MC - 6282: PIN Verified
 TC:B1D10CC4C4EB3B86 TVR:0000008000
 Application Label:MasterCard

** Total 683.96 -683.96
 *** Balance 0.00

*→ Paid via
 Tamship
 Visa.*

(-291.98)

*paid by
 Canciller
 Goyda.*

78.68 HST

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



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 Marriott Bonvoy Number :

HST Summary

Amount (CAD)

HST Room:	75.66
HST Food and Beverage	0.00
HST Telephone:	0.00
HST Other:	3.02
HST Total	78.68

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 Tell us about your stay. www.sheraton.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room & Tax	Food & Bev	Parking	Telephone	Other	Total	Payment
01-19-2020	0.00	0.00	0.00	0.00	-50.00	-50.00	0.00
01-20-2020	0.00	0.00	0.00	0.00	341.98	341.98	0.00
01-21-2020	0.00	0.00	0.00	0.00	0.00	0.00	-291.98
Total	0.00	0.00	0.00	0.00	291.98	291.98	-291.98

RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

WELCOME TO
FOUR SEASONS CENTRE
PLEASE KEEP THIS TICKET
WITH YOU

Entered/Arrivee:
2020/01/19 10:25

Ticket/Billet#:300502610
Dur/Duree:0:00:00
Paid On/Paye Le:
2020/01/19 10:25

Paid/Paye:\$ 25.00
Original Fee:\$ 25.00
HST:\$ 2.00

Change:\$ 0.00
MASTERCARD
SC:\$ 0.00

Merchant ID:
*****6282
MasterCard
MASTERCARD
Seq# 0010980040 H
Purchase/Sale 20/01/19 10:25:31
Auth# 102531

0000000041010
TUR: 0000000000

01 APPROVED - THANK YOU 027

--IMPORTANT--
Retain this copy for your records

CUSTOMER COPY ✓

WELCOME TO
FOUR SEASONS CENTRE
PLEASE KEEP THIS TICKET
WITH YOU

Entered/Arrivee:
2020/01/19 10:25

Ticket/Billet#:300502610
Dur/Duree:44:42:00
Paid On/Paye Le:
2020/01/21 07:08

Paid/Paye:\$ 35.00
Original Fee:\$ 68.00
HST:\$ 4.00

Change:\$ 0.00
MASTERCARD
SC:\$ 0.00

Merchant ID:
*****6282
MasterCard
MASTERCARD
Seq# 0016370020 C
Purchase/Sale 20/01/21 07:07:5
Auth# 070758

00000000041010
TUR: 0000000000 TSI: E800

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

--IMPORTANT--
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