

# CLAIM FORM

## DEPARTMENTAL TRAVEL AND ENTERTAINMENT

DATE May 31, 2013

EMPLOYEE# VE-0048 NAME Art Nutt DEPT Executive Office  
FIRST MIDDLE LAST

Mailing Address : [REDACTED]

Itinerary and Purpose of Travel : Gas for Banff Centre car - trip to Bow Valley Credit Union, Cochrane (April 30, 2013)

*Please leave the colored cells for Financial Services*

Rept no	Date	Kil- ometers								
1	4/30/2013	3502		890050	800			Gas for Banff Centre car - Shell	\$ 21.75	\$ 21.75
2									\$ -	\$ -
3									\$ -	\$ -
4									\$ -	\$ -
5									\$ -	\$ -
6									\$ -	\$ -
7									\$ -	\$ -
8									\$ -	\$ -
9									\$ -	\$ -
10									\$ -	\$ -
11									\$ -	\$ -
12									\$ -	\$ -
13									\$ -	\$ -
14									\$ -	\$ -
15									\$ -	\$ -
16									\$ -	\$ -
17									\$ -	\$ -
18									\$ -	\$ -
19									\$ -	\$ -
20									\$ -	\$ -

ENTERED MAY 31 2013

GL	Fund	Account	Account	Account	Account	Account	Account	Account	Account
3502	2100	890050	800				21.75		21.75
									-
									-
									-
									-
									-
									-
									-
									-
									-


If Travel Advance exceeds expenses and the Center is to be reimbursed, please attach top copy of cheque or the CPA(Cash Posting Advance) to this claim.

Claimant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Claimant's Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Financia/Services \_\_\_\_\_ Date \_\_\_\_\_

<b>Return to Requestor</b>	Leanne Carigna	<b>Mail to Claimant</b>	
<b>Department</b>	Executive Office		
<b>Cost Centre Code</b>	890050		
<b>Prepared By</b>	Leanne Carignan		



Diners Club : Statement

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<b>Account Name :</b>	ART NUTT THE BANFF CENTRE	<b>Currency :</b>	CAD
<b>Card Number :</b>	[REDACTED]	<b>Previous Balance :</b>	\$ 0.00
<b>Statement Date :</b>	28-May-2013	<b>Payments :</b>	\$ 0.00
<b>Payment Due Date :</b>	24-Jun-2013	<b>New Transactions :</b>	\$ 21.75
		<b>Balance Due :</b>	\$ 21.75
		<b>Past Due Balance :</b>	\$ 0.00

Date	Description	Transaction Amount	Reference Number
	TRANSACTIONS FOR		
	J A NUTT		
	ACCOUNT NUMBER: [REDACTED]		
01-May-2013	SHELL,BANFF,AB,CAN	\$ 21.75	800119488115
	TOTAL PURCHASE CREDITS [REDACTED]	\$ 0.00	
	TOTAL PURCHASE DEBITS [REDACTED]	\$ 21.75	