

Brazeau County Credit Card Claim Form

Credit Card Claim For: Rita Moir

Statement Dates: July 28, 2015 to August 27, 2015

Date Approved: _____

DO NOT TYPE IN THE SHADED COLUMNS- FOR OFFICE USE ONLY

DATE DD/MM/YY	DESCRIPTION OF CHARGE	G/L Coding	PRE-TAX AMOUNT				TOTAL NON-TAXABLE	TOTAL TAXABLE	GST	TOTAL	SUBTOTAL (before GST)
			Taxable	Non-Taxable	HST	Other					
11/08/2015	Evening Meal @ Vermilion River Watershed Workshop		\$ 18.99	\$ 2.99			\$ 2.99	\$ 18.99	\$ 0.95	\$ 22.93	\$ 21.98
12/08/2015	Breakfast Meal @Vermilion River Watershed Workshop		\$ 10.99	\$ 1.73			\$ 1.73	\$ 10.99	\$ 0.55	\$ 13.27	\$ 12.72
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HOTELS											
12/08/2015	Super 8- room for Vermilion Watershed Workshop (non taxable-Tourism levy)		\$ 139.00	\$ 5.56			\$ 5.56	\$ 139.00	\$ 6.95	\$ 151.51	\$ 144.56
07/08/2015	Rooms for ADOA conference-Slave Lake, MPC Sept 27-29 (non taxable-Tourism levy)		\$ 436.00	\$ 22.19			\$ 22.19	\$ 436.00	\$ 21.80	\$ 479.99	\$ 458.19
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AIRFARE											
							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -
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							\$ -	\$ -	\$ -	\$ -	\$ -
			\$ 604.98	\$ 32.47			\$ 32.47	\$ 604.98	\$ 30.25	\$ 667.70	\$ 637.45

Note: All Charges Must have an accompanying ITEMIZED receipt
 IF YOUR FORM DOESN'T SEEM TO BE CALCULATING PRESS "F9"
 Dates must be in the following format: DD/MM/YY

	SUBTOTAL (Before GST)	\$ 637.45
	GST	\$ 30.25
	TOTAL RECEIPTS	\$ 667.70
	STATEMENT TOTAL	\$ 667.70
	DIFFERENCE (if any)	\$ -

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 Aut _____
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Sept 15 / 15

Date _____

Sept 15 2015

Date _____

Sept 15 / 15

Date _____

Brazos County Credit Card Claim Form

Date Approved: _____
 Credit Card #: _____
 Expiration Date: _____
 Merchant Name: _____

DO NOT TYPE IN THE SHaded COlumns FOR OFFICE USE ONLY

DATE	AMOUNT	DESCRIPTION OF CHARGE	OFFERING	TAXABLE	NON-TAXABLE	OTHER	TOTAL TAXABLE	TOTAL NON-TAXABLE	TOTAL	PAID BY CREDIT CARD	REMAINING BALANCE	STATEMENT TOTAL	Difference (if any)
08/12/2012	28.99	Eating (at) Vermilion River Watershed Workshop		28.99	0.00	0.00	28.99	0.00	28.99			28.99	
08/20/2012	20.99	Breakfast (at) Vermilion River Watershed Workshop		20.99	0.00	0.00	20.99	0.00	20.99			20.99	
HOTEL													
08/09/12	139.00	Room & food for Vermilion Watershed Workshop		139.00	0.00	0.00	139.00	0.00	139.00			139.00	
08/09/12	438.00	Texas State Training		438.00	0.00	0.00	438.00	0.00	438.00			438.00	
AIRFARE													
08/08/12	104.92			104.92	0.00	0.00	104.92	0.00	104.92			104.92	
SUBTOTAL (before GST)													
TOTAL RECEIVED													
STATEMENT TOTAL													
Difference (if any)													

RECHARGES MUST BE MADE BY CREDIT CARD. ALL CHARGES MUST HAVE AN accompanying ITEMIZED receipt. If your form doesn't seem to be calculating correctly, please call 1-800-835-8417 for assistance.

 Date

 Date