


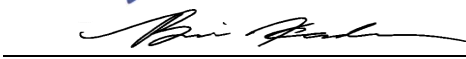
COUNCIL/BOARD MEMBER EXPENSE REPORT

DATE : January 2026
 EMPLOYEE: Rick Laursen
 DEPARTMENT: LEGISLATIVE

VENDOR # : _____
 CHEQUE # : _____

		Please fill in date of travel						Total	GST	Net
Reimbursable costs	GL									
Travel/Flight	2-11-00-2211-00							-	-	-
Lodging	2-11-00-2213-00							-	-	-
Meals	2-11-00-2212-00							-	-	-
Parking/Auto Rental/Taxi	2-11-00-2214-00							-	-	-
Other X ASB Conf	2-11-00-2235-00							-	-	-
Total Travel and Other Costs- From Receipts								-	-	-
Travel costs-flat rate	GL	Dates	Description	Rate	Days/KM	Total	GST	Net		
Lodging	2-11-00-2213-00			130.00		-	-	-		
Meals	2-11-00-2212-00			60.00		-	-	-		
Breakfast	2-11-00-2212-00			10.00		-	-	-		
Lunch	2-11-00-2212-00			20.00		-	-	-		
Dinner	2-11-00-2212-00			30.00		-	-	-		
Conference	2-11-00-2214-00			50.00		-	-	-		
ASB Milage	2-62-11-2211-00			0.73	843.00	615.39	29.30	586.09		
Other Milage	2-11-00-2211-00			0.73	1,245.00	908.85	43.28	865.57		
Total Per Diem and Mileage Costs						1,524.24	72.58	1,451.66		

EMPLOYEE SIGNATURE: 

SUPERVISOR SIGNATURE: 

TOTAL NET EXPENSES	1,451.66
GST	72.58
TOTAL REIMBURSMENT	<u>1,524.24</u>

** A \$100 allowance per month for cellular phone has been added to each councilor's pay through payroll. **