

Expense Report



Cardholder Name:	TASHA OATWAY-MCLAY	Current Status:	Unsubmitted
		Date:	6/27/2025 11:30:00 AM
Expense Report ID:	0013749783	Current Recipient:	Krystal Bryant
Expense Report Name:	30 Jun 2025 TASHA OATWAY-MCLAY	Location:	STURGEON SCHOOL DIVISION (00002244)

Summary Information			
Date Range:	6/1/2025 - 6/30/2025	Memo-Posted Transactions:	\$2,583.90
Description:		Grand Total:	\$2,583.90
Destination:			

Memo-Posted Transactions:					
Date Occurred	Date Posted Description	Merchant Allocation	Original Amount	Settlement Amount	Split Amount
6/5/2025	6/9/2025	WESTIN CALGARY	\$1,058.76	\$1,058.76	
	Purchase ID	183935			
		46.64 423-400-556-000-21			
	HOTEL - ASBA/PSBAA - Chair Oatway-McLay				
	Check-In:	Check-Out:	Number of Days:	Room Rate:	
	6/3/2025		2	\$0.00	
6/5/2025	6/9/2025	WESTIN CALGARY	\$1,016.76	\$1,016.76	
	Purchase ID	183823			
		45.14 423-400-558-000-21			
	HOTEL - ASBA/PSBAA - Trustee Gibbons				
	Check-In:	Check-Out:	Number of Days:	Room Rate:	
	6/3/2025		2	\$0.00	
6/5/2025	6/9/2025	WESTIN CALGARY	\$508.38	\$508.38	
	Purchase ID	183823			
		23.32 423-400-554-000-21			
	HOTEL - PSBAA - Trustee Murray-Elliott				
	Check-In:	Check-Out:	Number of Days:	Room Rate:	
	6/3/2025		2	\$0.00	

Expense Report

Expense Report History				
Status	Date/Time	User Name	Business Unit	Notes
Incomplete	6/9/2025 11:47:00 PM	Krystal Bryant	STURGEON SCHOOL DIVISION	
Unsubmitted	6/27/2025 11:30:00 AM	Krystal Bryant	STURGEON SCHOOL DIVISION	

Expense Report Summary	
Reimbursable Total	\$0.00

Signatures		
<div>Tasha Oatway-McLay, Chair</div> <div>Print Cardholder Name</div>		<div>August 11, 2025</div> <div>Date</div>
<div>Stacey Buga, Vice Chair</div> <div>Print Approver Name</div>		<div>August 12, 2025</div> <div>Date</div>

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 320 Fourth Ave SW
 Calgary, AB T2P 2S6
 Canada
 Tel: 403-266-1611



Tasha Oatway-McLay
 PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number : 1 Invoice Nbr : 1000437430
 Guest Number : 1839351
 Folio ID : A
 Arrive Date : 03-JUN-25 08:05
 Depart Date : 05-JUN-25 12:01
 No. Of Guest : 1
 Room Number : 1617
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 815462536RT0001

The Westin Cal YYCWI JUN-05-2025 04:10 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
01-JUN-25	RT1617	Room Chrg - Grp - Association	220.00	
01-JUN-25	RT1617	Goods And Services Tax	11.66	
01-JUN-25	RT1617	Destination Marketing Fee	13.20	
01-JUN-25	RT1617	Tourism Levy	9.33	
01-JUN-25	RT1617	Self Park General	10.00	
01-JUN-25	RT1617	TAX - GST OTHER	0.50	
02-JUN-25	RT1617	Room Chrg - Grp - Association	220.00	
02-JUN-25	RT1617	Goods And Services Tax	11.66	
02-JUN-25	RT1617	Destination Marketing Fee	13.20	
02-JUN-25	RT1617	Tourism Levy	9.33	
02-JUN-25	RT1617	Self Park General	10.00	
02-JUN-25	RT1617	TAX - GST OTHER	0.50	
03-JUN-25	RT1617	Room Chrg - Grp - Association	220.00	
03-JUN-25	RT1617	Goods And Services Tax	11.66	
03-JUN-25	RT1617	Destination Marketing Fee	13.20	
03-JUN-25	RT1617	Tourism Levy	9.33	
03-JUN-25	RT1617	Self Park General	10.00	
03-JUN-25	RT1617	TAX - GST OTHER	0.50	
04-JUN-25	RT1617	Room Chrg - Grp - Association	220.00	
04-JUN-25	RT1617	Goods And Services Tax	11.66	

Continued on the next page

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Tasha Oatway-McLay
 PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number : 2 Invoice Nbr : 1000437430
 Guest Number : 1839351
 Folio ID : A
 Arrive Date : 03-JUN-25 08:05
 Depart Date : 05-JUN-25 12:01
 No. Of Guest : 1
 Room Number : 1617
 Marriott Bonvoy Number :

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-JUN-25	RT1617	Destination Marketing Fee	13.20	
04-JUN-25	RT1617	Tourism Levy	9.33	
04-JUN-25	RT1617	Self Park General	10.00	
04-JUN-25	RT1617	TAX - GST OTHER	0.50	
JUN-05-2025 MC		MasterCard/Euro		-1058.76
		** Total	1058.76	-1058.76
		*** Balance	0.00	

Continued on the next page

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Tasha Oatway-McLay
PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number	:	3	Invoice Nbr	:	1000437430
Guest Number	:	1839351			
Folio ID	:	A			
Arrive Date	:	03-JUN-25	08:05		
Depart Date	:	05-JUN-25	12:01		
No. Of Guest	:	1			
Room Number	:	1617			
Marriott Bonvoy Number :					

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

GST Summary	Amount (CAD)
Room	46.64
Food & Beverage	0.00
Telephone	0.00
Other Revenue	2.00
Total	48.64

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Irene Gibbons
 PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number : 1 Invoice Nbr : 1000437422
 Guest Number : 1838234
 Folio ID : A
 Arrive Date : 03-JUN-25 08:04
 Depart Date : 05-JUN-25 12:01
 No. Of Guest : 1
 Room Number : 1615
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 815462536RT0001

The Westin Cal YYCWI JUN-05-2025 04:10 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
01-JUN-25	RT1615	Room Chrg - Grp - Association	220.00	
01-JUN-25	RT1615	Goods And Services Tax	11.66	
01-JUN-25	RT1615	Destination Marketing Fee	13.20	
01-JUN-25	RT1615	Tourism Levy	9.33	
01-JUN-25	RT1615	Self Park General	10.00	
01-JUN-25	RT1615	TAX - GST OTHER	0.50	
02-JUN-25	RT1615	Room Chrg - Grp - Association	220.00	
02-JUN-25	RT1615	Goods And Services Tax	11.66	
02-JUN-25	RT1615	Destination Marketing Fee	13.20	
02-JUN-25	RT1615	Tourism Levy	9.33	
02-JUN-25	RT1615	Self Park General	10.00	
02-JUN-25	RT1615	TAX - GST OTHER	0.50	
03-JUN-25	1night	Self Park Day	10.00	
03-JUN-25	1night	TAX - GST OTHER	0.50	
03-JUN-25	RT1615	Room Chrg - Grp - Association	220.00	
03-JUN-25	RT1615	Goods And Services Tax	11.66	
03-JUN-25	RT1615	Destination Marketing Fee	13.20	
03-JUN-25	RT1615	Tourism Levy	9.33	
04-JUN-25	RT1615	Room Chrg - Grp - Association	220.00	
04-JUN-25	RT1615	Goods And Services Tax	11.66	

Continued on the next page

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Irene Gibbons
 PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number : 2 Invoice Nbr : 1000437422
 Guest Number : 1838234
 Folio ID : A
 Arrive Date : 03-JUN-25 08:04
 Depart Date : 05-JUN-25 12:01
 No. Of Guest : 1
 Room Number : 1615
 Marriott Bonvoy Number :

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-JUN-25	RT1615	Destination Marketing Fee	13.20	
04-JUN-25	RT1615	Tourism Levy	9.33	
JUN-05-2025 MC		MasterCard/Euro		- 1048.26
** Total			1048.26	- 1048.26
*** Balance			0.00	

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PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number	3	Invoice Nbr	1000437422
Guest Number	1838234		
Folio ID	A		
Arrive Date	03-JUN-25	08:04	
Depart Date	05-JUN-25	12:01	
No. Of Guest	1		
Room Number	1615		
Marriott Bonvoy Number			

GST Summary	Amount (CAD)
Room	46.64
Food & Beverage	0.00
Telephone	0.00
Other Revenue	1.50
Total	48.14

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Irene Gibbons

Page Number : 1 Invoice Nbr : 1000437422
Guest Number : 1838234
Folio ID : A
Arrive Date : 03-JUN-25 08:04
Depart Date : 05-JUN-25 11:35
No. Of Guest : 1
Room Number : 1615
Marriott Bonvoy Number : 9832

PU6507 - PSBAA SRING GENERAL ASSEMBLY

Tax Invoice

Tax ID : 815462536RT0001

The Westin Cal YYCWI JUN-05-2025 11:40 CAU723

Date	Reference	Description	Charges (CAD)	Credits (CAD)
01-JUN-25	RT1615	Self Park General	10.00	
01-JUN-25	RT1615	TAX - GST OTHER	0.50	
02-JUN-25	RT1615	Self Park General	10.00	
02-JUN-25	RT1615	TAX - GST OTHER	0.50	
03-JUN-25	1night	Self Park Day	10.00	
03-JUN-25	1night	TAX - GST OTHER	0.50	
05-JUN-25	MC	MasterCard/Euro- [REDACTED]		-31.50
** Total			31.50	-31.50
*** Balance			0.00	

I agreed to pay all room & incidental charges.

Continued on the next page

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Irene Gibbons

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PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number	:	2	Invoice Nbr	:	1000437422
Guest Number	:	1838234			
Folio ID	:	A			
Arrive Date	:	03-JUN-25	08:04		
Depart Date	:	05-JUN-25	11:35		
No. Of Guest	:	1			
Room Number	:	1615			
Marriott Bonvoy Number	:	9832			

GST Summary

Amount (CAD)

Room	0.00
Food & Beverage	0.00
Telephone	0.00
Other Revenue	1.50
Total	1.50

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Trish Murray-Elliott
 PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number : 1 Invoice Nbr : 1000437423
 Guest Number : 1838235
 Folio ID : A
 Arrive Date : 03-JUN-25 16:28
 Depart Date : 05-JUN-25 12:01
 No. Of Guest : 1
 Room Number : 720
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 815462536RT0001

The Westin Cal YYCWI JUN-05-2025 04:10 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
03-JUN-25	RT720	Room Chrg - Grp - Association	220.00	
03-JUN-25	RT720	Goods And Services Tax	11.66	
03-JUN-25	RT720	Destination Marketing Fee	13.20	
03-JUN-25	RT720	Tourism Levy	9.33	
04-JUN-25	RT720	Room Chrg - Grp - Association	220.00	
04-JUN-25	RT720	Goods And Services Tax	11.66	
04-JUN-25	RT720	Destination Marketing Fee	13.20	
04-JUN-25	RT720	Tourism Levy	9.33	
JUN-05-2025 MC		MasterCard/Euro		-508.38

Approve EMV Receipt for MC - [REDACTED] PIN Verified
 Application Label: Mastercard AID: A0000000041010
 ARC: 00 IAD: 01106770030200004792000000000000FF
 TSI: E800 TVR: 0000008000

** Total 508.38 -508.38
 *** Balance 0.00

Continued on the next page

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Trish Murray-Elliott
PU6507 - PSBAA SRING GENERAL ASSEMBLY

Page Number	:	2	Invoice Nbr	:	1000437423
Guest Number	:	1838235			
Folio ID	:	A			
Arrive Date	:	03-JUN-25	16:28		
Depart Date	:	05-JUN-25	12:01		
No. Of Guest	:	1			
Room Number	:	720			
Marriott Bonvoy Number	:				

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GST Summary	Amount (CAD)
Room	23.32
Food & Beverage	0.00
Telephone	0.00
Other Revenue	0.00
Total	23.32

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