



CITY OF
FORT SASKATCHEWAN

EMPLOYEE EXPENSE CLAIM FORM

Complete Yellow Shaded Areas

PAGE 1

For Accounts Payable Use

AP Dept Only:

Vendor ID:

Posting Date:

Interoffice Mail:

Councillor Ed Sperling

Name of Employee

Address of Employee

March 2017

COPY

Expenses for the Month and Year Ending:

Claim Received Expenses in this Area

All original receipts must be attached and submitted to Accounts Payable

Where receipt is misplaced & not attached, please complete a Request for Reimbursement (located on the Intranet) this form must be attached and submitted

Claim Mileage, Per Diems and Education / Academic reimbursement on Tab 2 & 3

Vendor Name	Expense Description	GL Code #####	Total before GST & HST	GST	HST	Total
Telus	Cell Phone Bill for March	1.2137.11212	\$ 55.44	\$ 2.77		\$ 58.21
						\$ -
						\$ -
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						\$ -
Mileage *	As per Page 2 detail	1.2133.11212	-	-		\$ -
Per Diems *	As per Page 2 detail		-	-		\$ -
Education / Academic *	As per Page 3 detail		-	-		\$ -
			\$ 55.44	\$ 2.77		\$ 58.21

* Use Excel Tab 2 & 3 to provide detail. If Tab 2 & 3 have been completed, print & submit as part of this claim form

Councillor Ed Sperling
Print Name of Employee

Approved by attached email
Employee Signature

Apr. 28/17
Date

Brenda Molter, Director, Legislative Services
Print Name of Immediate Supervisor

Immediate Supervisor

May 1/17
Date

The information on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and is used solely for purposes relating to City operations. Should you have questions about the collection information please contact the City of Fort Saskatchewan FOIP Coordinator at 780.992.6236.

March 06, 2017
EDWARD T. SPERLING
Account number: [REDACTED]

Mobile services (continued)

ED SPERLING
Charges for 780 719-1150

Service continues on a month-to-month basis after your commitment
end date of Oct 29, 2018.

Monthly and other charges (Mar 07 to Apr 06)

YourChoice 300 L - Prem 55	\$55.00	
Evening&Weekend(6PM-7AM)		
Includes Free Weekends & Evenings		
Family Calling LD		
SMS Unlimited		
AB 911 Government Fee	\$0.44	
Total monthly and other charges		\$55.44

Add-ons (Mar 07 to Apr 06)

Access to Shared Data	Free	
Total add-ons		\$0.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes,
and may include bonus minutes, evening and weekend calling, *611 calls. etc.

Data Usage	\$0.00	
Total used 48,507 (MB)		
Text Msg - Received	\$0.00	
Total used 1 (Msg)		
Total usage charges		\$0.00

Total before taxes.....		\$55.44
GST	\$2.77	
Total for 780 719-1150, with taxes.....		\$58.21

Sheryl Exley

From: Ed Sperling
Sent: April-28-17 8:46 AM
To: Sheryl Exley
Subject: Re: March Expenses

Approved.

Sent from my iPad

> On Apr 26, 2017, at 3:19 PM, Sheryl Exley <sheryl_exley@fortsask.ca> wrote:
>
> Ed, please reply by return email that you approve the attached expenses.
>
> Thank you,
>
> Sheryl Exley
> Legislative Officer
> Legislative Services
> City of Fort Saskatchewan
> 10005 – 102 ST
> Fort Saskatchewan, AB T8L 2C5
> Phone: 780-992-6154
> Email: sheryl_exley@fortsask.ca
> Website: fortsask.ca
> <DOC042617.pdf>