

Attachment 2

Breakdown of Expenditures

INVOICE

Sandman Signature Lethbridge Lodge

Nadine Nakagawa
511 Royal Avenue
New Westminster BC V3L 1H9
Canada

Print Date 4/16/25
Page No. 1 of 2
Room No. 422
Arrival 04/13/25
Departure 04/16/25
Conf. No. 586429584
Folio No. SLL 48771
GST No. 121767065 RT 0001

Group Code: CCSA2025

Date	Description	Charges CAD	Credits CAD
04/13/25	Room Charge	139.00	
04/13/25	Room - DMF	2.78	
04/13/25	Room - GST	7.09	
04/13/25	Tourism Levy	5.67	
04/13/25	ECO Fees	2.00	
04/13/25	GST - ECO Fees	0.10	
04/14/25	Room Charge	139.00	
04/14/25	Room - DMF	2.78	
04/14/25	Room - GST	7.09	
04/14/25	Tourism Levy	5.67	
04/14/25	ECO Fees	2.00	
04/14/25	GST - ECO Fees	0.10	
04/15/25	Room Charge	139.00	
04/15/25	Room - DMF	2.78	
04/15/25	Room - GST	7.09	
04/15/25	Tourism Levy	5.67	
04/15/25	ECO Fees	2.00	
04/15/25	GST - ECO Fees	0.10	
04/16/25	MasterCard XXXXXXXXXXXX6677		469.92

Approved: 

G/L Code: 2000.4215

Total	469.92	469.92
Balance	0.00	CAD
Net Amount	417.00	CAD
Room - GST	21.57	CAD
Tourism Levy	17.01	CAD
Room - DMF	8.34	CAD
ECO Fees	6.00	CAD
Total incl. vat	469.92	CAD

NEW WESTMINSTER

Travel Expense Form

Name:	Nadine Nakagawa
Department:	Legislative Services
Telephone No.	604-527-4592
Date:	March 3, 2025
Travel Destination:	Calgary Alberta
Travel Dates:	April 13th and 16th
Conference Name:	CCSA: Muncipal Leadership Table
GL Account No.	2000.4210

A Expenses

Transportation:		
Air Fare	\$338.07	\$338.07
Taxi		
Ferries		
Mileage per km @ \$0.72 km	0 km	\$0.00
	Subtotal	\$338.07
Odometer Reading Before		
Odometer Reading After		

Meals:				Total
Per diem (no receipts required)		X	\$100.00	\$0.00
Deduct meals provided				
Breakfast		X	\$20.00	
Lunch		X	\$25.00	
Dinner		X	\$35.00	
			Subtotal:	\$0.00

Other (Specify)		
		\$0.00

Hotel Accommodations			
Total Amount Requested			
		Subtotal:	\$0.00

Total Expenses	\$338.07
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B Less: Advances Received

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Amount Due	\$338.07
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This form was updated January 2025.

Employees Signature



Approved By

*** NOTE - AS OF JULY 2, 2019 EMPLOYEE
REIMBURSEMENTS WILL BE PAID BY DIRECT
DEPOSIT ***

Doc 169315

Travel Expense Form

Name:	Nadine Nakagawa
Department:	Legislative Services
Telephone No.	604-527-4523
Date:	June 2, 2025
Travel Destination:	Lethbridge, AB
Travel Dates:	April 13 - 16, 2025
Conference Name:	CCSA Leaders Table
GL Account No.	2000.4215

A Expenses

Transportation:		
Air Fare		
Taxi	\$140.40	\$140.40
Ferries		
Mileage per km @ \$0.72 km	0 km	\$0.00
	Subtotal	\$140.40
Odometer Reading Before		
Odometer Reading After		

Meals:				Total
Per diem (no receipts required)	4	X	\$100.00	\$400.00
Deduct meals provided				
Breakfast	3	X	\$20.00	\$60.00
Lunch	1	X	\$25.00	\$25.00
Dinner	1	X	\$35.00	\$35.00
			Subtotal:	\$280.00

Other (Specify)		
		\$0.00

Hotel Accommodations		
Total Amount Requested		
	Subtotal:	\$0.00

Total Expenses	\$420.40
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B Less: Advances Received

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Amount Due	\$420.40
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This form was updated January 2025.

Employees Signature

Approved By

*** NOTE - AS OF JULY 2, 2019 EMPLOYEE REIMBURSEMENTS WILL BE PAID BY DIRECT DEPOSIT ***

Doc 169315