

Ministerial Expenses

Name **Honourable Joan Burke**
Department **Department of Advanced Education and Skills**

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Expenses Paid Within the Reporting Period

Reference ID	Transaction Date	Purpose	Payment Date	Amount
TCMS145469	26-OCT-2011	Travel to St. John's, NL to attend Ministerial / Departmental Business at Headquarters.	21-NOV-2011	\$1,278.18
PAYROLL	03-NOV-2011	Automobile and Related Expenses		-\$3,200.00
Invoice 32444	08-NOV-2011	Taxi charges incurred by Minister during reporting period. (tax inclusive)		\$29.50
PAYROLL	23-NOV-2011	Automobile and Related Expenses	23-NOV-2011	\$1,559.44
			Total	-\$332.88

Note: The Ministerial Automobile Allowance and related gas expense is processed through the payroll system since it is a taxable benefit as per Canada Revenue Agency requirements.

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Travel Claim Details		Amount	\$1,278.18
Reference ID	TCMS145469		
Transaction Date	26-OCT-2011		
Purpose	Travel to St. John's, NL to attend Ministerial / Departmental Business at Headquarters.		
Category		Amount	
Accommodations		\$279.62	
Meals & Incidentals		\$111.60	
Travel		\$750.00	
Tax		\$136.96	

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Payroll Details		Amount	\$1,559.44
Source	PAYROLL		
Payment Date	23-NOV-2011		
Description	Automobile and Related Expenses		
Category		Amount	
Other Expenses			\$1,559.44
Note: The Ministerial Automobile Allowance and related gas expense is processed through the payroll system since it is a taxable benefit as per Canada Revenue Agency requirements.			

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Other Transaction(s) Details		Amount
Source	PAYROLL	-\$3,200.00
Transaction Date	03-NOV-2011	
Description	Automobile and Related Expenses	
Category		Amount
Other Expenses		-\$3,200.00

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Other Transaction(s) Details		Amount
Source	Invoice 32444	\$29.50
Transaction Date	08-NOV-2011	
Description	Taxi charges incurred by Minister during reporting period. (tax inclusive)	
Category		Amount
Travel		\$29.50