

Expense Disclosure Reporting Form

Name: Grace Thostenson, Chair, Board of Directors

For the Period: Nov-18

Travel, Seminars/Conference and Associated Expenditures

Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals (includes per diem allowances)	Seminar / Conference / Registration fees	Total
1	25-Oct-18	Edmonton		\$108.12		\$25.00		\$133.12
2	5-Nov-18	Edmonton		\$153.00	\$171.39	\$43.00		\$367.39
3	14-Nov-18	Edmonton		\$306.00	\$171.39	\$67.00		\$544.39
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00

Travel Related **\$1,044.90**

[Notes](#)

Non-travel related Expenditures (Business meals, etc...)

Dates	Purpose	Total
1		\$0.00
2		\$0.00
3		\$0.00
4		\$0.00
5		\$0.00
6		\$0.00
7		\$0.00
8		\$0.00
9		\$0.00
10		\$0.00

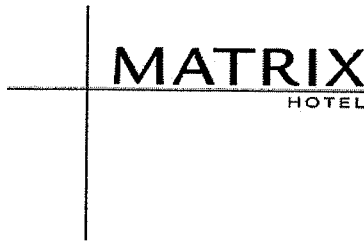
Non-Travel Related **\$0.00**

[Notes](#)

Total claimed for reporting period: **\$1,044.90**

Mileage & Per Diem Allowances

Employee Name	Expense Type	Submitted Date	Trip Info	Trip Start Date	Trip End Date	Expense Trans Date	Detail Description	Total Amount (Includes GST/HST)	Summary Item Reference
Grace Thostenson	Travel Meal Allowance	11/29/2018	01. 10/25/2018 at 06:30 AM to 10/25/2018 at 01:30 PM - Edmonton ~ meetings with CFO and CEO Applicant Review	10/25/2018	10/25/2018	10/25/2018	Meals Oct 25 (breakfast/lunch)	\$25.00	1
Grace Thostenson	Mileage	11/29/2018	01. 10/25/2018 at 06:30 AM to 10/25/2018 at 01:30 PM - Edmonton ~ meetings with CFO and CEO Applicant Review	10/25/2018	10/25/2018	10/25/2018	Mileage (212 km) Vegreville to Edmonton r/t	\$108.12	1
Grace Thostenson	Travel Meal Allowance	11/29/2018	02. 11/05/2018 at 04:00 PM to 11/06/2018 at 04:00 PM - Edmonton ~ CEO Interviews	11/5/2018	11/6/2018	11/5/2018	Meals - Nov 5 (dinner) and Nov 6 (breakfast)	\$43.00	2
Grace Thostenson	Mileage	11/29/2018	02. 11/05/2018 at 04:00 PM to 11/06/2018 at 04:00 PM - Edmonton ~ CEO Interviews	11/5/2018	11/6/2018	11/5/2018	Mileage (300km) Calgary to Edmonton o/w	\$153.00	2
Grace Thostenson	Travel Meal Allowance	11/29/2018	03. 11/14/2018 at 01:00 PM to 11/15/2018 at 07:30 PM - Edmonton ~ CEO interviews	11/14/2018	11/15/2018	11/14/2018	Meals - Nov 14 (dinner) and Nov 15 (breakfast/dinner)	\$67.00	3
Grace Thostenson	Mileage	11/29/2018	03. 11/14/2018 at 01:00 PM to 11/15/2018 at 07:30 PM - Edmonton ~ CEO interviews	11/14/2018	11/15/2018	11/14/2018	Mileage (600km) Calgary to Edmonton r/t	\$306.00	3



Grace Thostenson

Room No. :
 Arrival : 11-05-18
 Departure Date : 11-06-18
 Folio No. :

Canada

Conf. No. :
 P.O. No. :

Company Name:
 Group Name:

INVOICE

Date	Description	Charges	Credits
11-05-18	Room Revenue	160.00	
11-05-18	Destination Marketing Fee	4.80	
11-05-18	Tourism Levy	6.59	
11-06-18			171.39
		Total Charges	
		171.39	
		Total Credits	171.39
		Balance	0.00

Merchant ID
Transaction ID
Approval Code
Approval Amount 171.39

Credit Card #
Capture Method Manual
Transaction Amount 171.39

