

APR 19 2018

EXPENSE CLAIM FORM - President, VP, Board

DATE April 17, 2018

VENDOR/STAFF# (as applicable)



NAME (Claimant/Payee)

David Weyant

Position Chair - Board of Governors

Permanent Mailing Address:



FIRST MIDDLE LAST

Itinerary and Purpose of Travel/Expense: dinner with

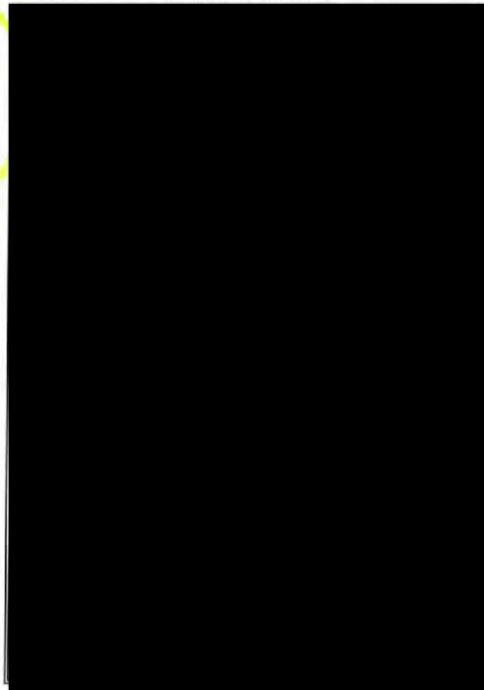


Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	2/2/2018	Hosting	3610	2100	890030	800		dinner with	\$ 221.05	\$ 11.05	\$ 232.10
2	2/2/2018	Hosting (Alcohol)	3611	2100	890030	800		drinks with	\$ 118.50	\$ 5.93	\$ 124.43
Total Expenses : A											356.53

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres, VP)	890030	2100	800		-	-	-
3102	Travel-General (BOG)	890030	2100	800		-	-	-
3105	Travel-Accommodation	890030	2100	800		-	-	-
3106	Travel-Meals	890030	2100	800		-	-	-
3107	Travel-Incidentals	890030	2100	800		-	-	-
3610	Hosting	890030	2100	800		221.05	11.05	232.10
3611	Hosting (Alcohol)	890030	2100	800		118.50	5.93	124.43
6132	Travel Advance	890030	2100	800		-	-	-
	Other1	890030	2100	800		-	-	-
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800		-	-	-
Total						339.55	16.98	356.53

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 356.53

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



Return to Requestor (RTR)	
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	

EXPENSE CLAIM FORM
BOARD CHAIR/BOARD OF GOVERNORS/MEMBERS OF THE BOARD OF
DIRECTORS OF THE BANFF CENTRE FOUNDATION
 (Regular Board and Committee meeting related expenses only)

DATE June 7, 2018

VENDOR/STAFF# (as applicable) [REDACTED] NAME (Claimant/Payee) David Weyant DEPT Chair-Board of Governors

Permanent Mailing Address: [REDACTED] FIRST MIDDLE LAST

Itinerary and business rationale for expense: Board of Governors Meetings May 2018, in Winnipeg

If non-employee, describe Banff Centre involvement

Rept no.	Date	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Type of Expense	Description and business rationale (Include PURCHASE ORDER NUMBER if applicable)	NET Amount	GST Amount	Total Amount
1	5/22/2018	3102	2100	890030	800				TGE	Westjet bag fee	\$ 25.00	\$ 1.25	\$ 26.25
2	5/23/2018	3102	2100	890030	800				TGE	taxi from Winnipeg airport to hotel	\$ 25.30	\$ -	\$ 25.30
3	5/24/2018	3102	2100	890030	800				TGE	taxi from Winnipeg hotel to museum	\$ 9.79	\$ -	\$ 9.79
4	5/26/2018	3102	2100	890030	800				TGE	Calgary airport parking while in Winnipeg	\$111.81	\$ 5.59	\$ 117.40
5	5/26/2018	3102	2100	890030	800				TGE	round trip mileage home to airport (42km @ 46.5 cents)	\$ 18.60	\$ 0.93	\$ 19.53
7			2100										\$ -
8			2100										\$ -
9			2100										\$ -
10			2100										\$ -
11			2100										\$ -
12			2100										\$ -
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17			2100										\$ -
18			2100										\$ -
19			2100										\$ -
20			2100										\$ -
21			2100										\$ -
22			2100										\$ -
23			2100										\$ -
24			2100										\$ -
25			2100										\$ -
Total Expenses : A											190.50	7.77	\$ 198.27

GL Codes Summary (please summarize by unique GL string) - DO NOT LEAVE THIS SECTION BLANK

GL	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3102	2100	890030	800				190.50	7.77	\$ 198.27
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
Total							\$ 190.50	\$ 7.77	\$ 198.27

Subtract Advance (if applicable)	B	
Balance Due to Claimant	A-B	\$ 198.27

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

Return to Requestor (RTR)
 Requestor Name (if RTR)
 Requestor Dept (if RTR)
 Prepared by (if not Claimant)