

EXPENSE CLAIM FORM
VICE PRESIDENT
 (All expenses)

17 JUL 2018

DATE July 5, 2018

VENDOR/STAFF#
(as applicable)



NAME
(Claimant/Payee)

Bruce Byford (DINERS CLUB CARD)

DEPT VP, Admin & CFO

Permanent Mailing Address:

FIRST MIDDLE LAST

Itinerary and business rationale for expense: Pre-BIRD meeting with [redacted] (May 29, Calgary), BIRD meeting with [redacted] (May 31, Calgary)
 BIRD meeting (June 20, Calgary)

Rcpt 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	18/05/29	3106	2100	890050	800				TGE	Lunch	\$ 9.20	\$ 0.46	\$ 9.66
2	18/05/29	3101	2100	890050	800				TGE	Parking (at Bankers Hall - for meeting)	\$ 36.00	\$ 1.80	\$ 37.80
3	18/05/31	3101	2100	890050	800				TGE	Gas (for Banff Centre fleet)	\$ 66.82	\$ 3.34	\$ 70.16
4	18/06/20	3106	2100	890050	800				TGE	Lunch	\$ 9.40	\$ 0.47	\$ 9.87
5	18/06/20	3101	2100	890050	800				TGE	Parking (at Bankers Hall - for meeting)	\$ 42.00	\$ 2.10	\$ 44.10
6			2100										\$ -
7			2100										\$ -
8			2100										\$ -
9			2100										\$ -
10			2100										\$ -
11			2100										\$ -
12			2100										\$ -
13			2100										\$ -
14			2100										\$ -
15			2100										\$ -
16			2100										\$ -
17			2100										\$ -
18			2100										\$ -
19			2100										\$ -
20			2100										\$ -
21			2100										\$ -
22			2100										\$ -
23			2100										\$ -
24			2100										\$ -
Total Expenses : A											163.42	8.17	\$ 171.59

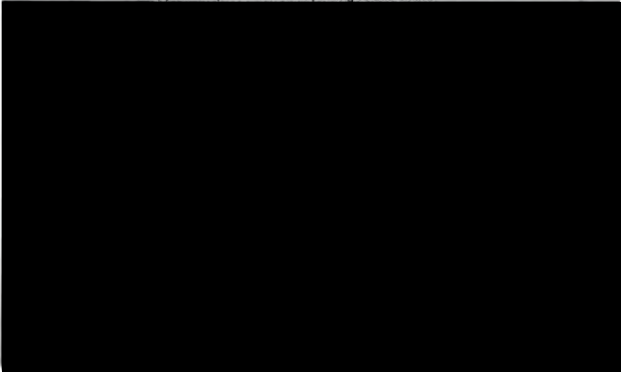
GL Codes Summary (please summarize by unique GL string) - DO NOT LEAVE THIS SECTION BLANK

GL	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3106	2100	890050	800				18.60	0.93	\$ 19.53
3101	2100	890050	800				144.82	7.24	\$ 152.06
Total							\$ 163.42	\$ 8.17	\$ 171.59

Subtract Advance (if applicable)	B	
Balance Due to Claimant	A-B	\$ 171.59

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

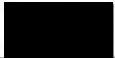


SEP - 4 2018

EXPENSE CLAIM FORM
VICE PRESIDENT
 (All expenses)

DATE September 4, 2018

VENDOR/STAFF#
 (as applicable)



NAME
 (Claimant/Payee)

Bruce Byford (DINERS CLUB)

Aug 28/18

DEPT VP, ADM & CFO

Permanent Mailing Address:

Itinerary and business rationale for expense: CPA Canada's 2018 Public Sector Conference in Ottawa (October 22 - 23)

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	18/08/25	3101	2100	890050	800					Airfare YYC-YOW-YYZ-YYC: attending CPA Canada's 2018 Public Sector Conference October 2018	\$ 701.60	\$ 27.00	\$ 728.60
2			2100										\$ -
3			2100										\$ -
4			2100										\$ -
5			2100										\$ -
6			2100										\$ -
7			2100										\$ -
8			2100										\$ -
9			2100										\$ -
10			2100										\$ -
11			2100										\$ -
12			2100										\$ -
13			2100										\$ -
14			2100										\$ -
15			2100										\$ -
16			2100										\$ -
17			2100										\$ -
18			2100										\$ -
19			2100										\$ -
20			2100										\$ -
21			2100										\$ -
22			2100										\$ -
23			2100										\$ -
24			2100										\$ -
Total Expenses : A											701.60	27.00	\$ 728.60

Conference fees of \$1237.35 were paid personally at the same time. The personal portion of the flight above (stopover in Toronto) was deducted from the conference fees in calculating the amount to reimburse.

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
3101	2100	890050	800				701.60	27.00	\$ 728.60
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
Total							\$ 701.60	\$ 27.00	\$ 728.60

Subtract Advance (if applicable)	B	
Balance Due to Claimant	A-B	\$ 728.60

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