

**EXPENSE CLAIM FORM - President, VP, Board**

DATE October 23, 2017

VENDOR/STAFF# (as applicable) VP-0020

NAME David Weyant  
(Claimant/Payee)

Position Chair - Board of Governors

FIRST MIDDLE LAST

Permanent Mailing Address: [REDACTED]

Itinerary and Purpose of Travel/Expense: Meetings at Banff Centre and in Edmonton/Ottawa

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	1/4/2017	Travel-Accomm.	3105	2100	890030	800		room charge during stay at Banff Centre for meeting with [REDACTED]	\$ 148.51	\$ 7.14	\$ 155.65
2	5/27/2017	Travel-General (BOG)	3102	2100	890030	800		gas for travel to and from [REDACTED] at Banff Centre = 271km @ CAD \$0.45/km	\$ 116.14	\$ 5.81	\$ 121.95
3	5/30/2017	Travel-Meals	3106	2100	890030	800		lunch before meeting with [REDACTED]	\$ 12.88	\$ 0.64	\$ 13.52
4	5/30/2017	Travel-General (BOG)	3102	2100	890030	800		gas for travel to and from the Edmonton legislature building for meeting with [REDACTED] = 600km @ CAD \$0.45/km	\$ 257.14	\$ 12.86	\$ 270.00
5	6/27/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 33.41	\$ -	\$ 33.41
6	6/27/2017	Travel-Meals	3106	2100	890030	800		Ottawa lunch while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meetings	\$ 9.75	\$ -	\$ 9.75
7	6/27/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 10.00	\$ -	\$ 10.00
8	6/28/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 15.00	\$ -	\$ 15.00
9	6/29/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 10.00	\$ -	\$ 10.00
10	6/30/2017	Travel-Accomm.	3105	2100	890030	800		4 night Ottawa hotel stay while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting (1 night covered by David)	\$ 662.67	\$ 29.85	\$ 692.52
11	7/1/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 36.00	\$ -	\$ 36.00
12	7/1/2017	Travel-General (BOG)	3102	2100	890030	800		Ottawa taxi while representing Banff Centre during the Governor General's Performing Arts Awards, and for government meeting	\$ 45.00	\$ -	\$ 45.00
13	7/2/2017	Travel-General (BOG)	3102	2100	890030	800		return flight to Calgary from Ottawa	\$ 504.44	\$ 23.31	\$ 527.75
14	7/2/2017	Travel-Meals	3106	2100	890030	800		in flight meal	\$ 7.95	\$ -	\$ 7.95
15	7/2/2017	Travel-General (BOG)	3102	2100	890030	800		flight seat selection	\$ 44.28	\$ 2.05	\$ 46.33
<b>Total Expenses : A</b>									<b>1,918.32</b>	<b>79.51</b>	<b>1,994.83</b>

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		1,071.87	42.52	1,114.41
3102	Travel-General (BOG)	890030	2100	800		1,074.41	44.03	1,118.44
3105	Travel-Accommodation	890030	2100	800		811.18	36.99	848.17
3106	Travel-Meals	890030	2100	800		30.58	0.64	31.22
3107	Travel-Incidentals	890030	2100	800		-	-	32.25
3610	Hosting	890030	2100	800		-	-	-
3611	Hosting (Alcohol)	890030	2100	800		-	-	-
6132	Travel Advance	890030	2100	800		-	-	-
	Other1	890030	2100	800		-	-	-
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800		-	-	-
<b>Total</b>						<b>1,915.32</b>	<b>79.51</b>	<b>1,994.83</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 1,994.83

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.

**ENTERED OCT 31 2017**

**EXPENSE CLAIM FORM - President, VP, Board**

DATE December 1, 2017

VENDOR/STAFF# (as applicable)

NAME (Claimant/Payee)

David Weyant

Position Chair - Board of Governors

Permanent Mailing Address: [REDACTED]

FIRST MIDDLE LAST

Itinerary and Purpose of Travel/Expense: various 2017 events

Receipt No.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	5/27/2017	Travel-General (BOG)	3102	2100	890030	800		Credit for erroneous mileage claim made on previous expense form, for travel to and from the Wains Talks at Banff Centre, and hosting [REDACTED] = 271km @ CAD \$0.45/km	\$ (116.14)	\$ (5.81)	\$ (121.95)
2	6/27/2017	Travel-General (BOG)	3102	2100	890030	800		Flight from Calgary to Ottawa to attend the Governor General's Performing Arts Awards and government meetings (note: David flew Calgary-Scotland-Ottawa; the attached receipt reflects the amount he would have paid had he flown just Calgary to Ottawa)	\$ 492.12	\$ 22.75	\$ 516.73
3	7/11/2017	Travel-General (BOG)	3102	2100	890030	800		Mileage from Calgary office to Banff Centre (return) to participate in the staff CUPE BBQ and meet with Janice Price (252 km @ \$0.45/km)	\$ 108.00	\$ 5.40	\$ 113.40
4	7/13/2017	Travel-General (BOG)	3102	2100	890030	800		Travel to and from Banff Centre's Naomi Klein event	\$ -	\$ -	\$ -
6	7/19/2017	Travel-General (BOG)	3102	2100	890030	800		Mileage from home to Banff Centre (return) to attend Committee and Board of Governors Meetings, Foundation AGM and Midsummer Ball Weekend (254 km @ \$0.45/km)	\$ 108.86	\$ 5.44	\$ 114.30
8	11/1/2017	Travel-General (BOG)	3102	2100	890030	800		Mileage from home to Banff Centre (return) to attend the Foundation Board of Directors and Board of Governors and Committee Meetings (254 km @ \$0.45/km)	\$ 108.86	\$ 5.44	\$ 114.30
7	11/29/2017	Travel-General (BOG)	3102	2100	890030	800		parking for lunch meeting with [REDACTED] regarding Board recruitment	\$ 38.00	\$ 1.90	\$ 39.90
8	11/29/2017	Hosting	3610	2100	890030	800		Lunch meeting with [REDACTED] regarding Board recruitment	\$ 49.94	\$ 2.10	\$ 52.04
<b>Total Expenses / A</b>										<b>35.12</b>	<b>828.72</b>

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		741.56	35.12	-
3102	Travel-General (BOG)	890030	2100	800		758.70	35.98	776.68
3106	Travel-Accommodation	890030	2100	800		-	-	-
3108	Travel-Meals	890030	2100	800		-	-	-
3107	Travel-Incidentals	890030	2100	800		-	-	-
3610	Hosting	890030	2100	800		49.94	2.10	52.04
3611	Hosting (Alcohol)	890030	2100	800		-	-	-
6132	Travel Advance	890030	2100	800		-	-	-
	Other1	890030	2100	800		-	-	-
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800		-	-	-
<b>Total</b>						<b>789.44</b>	<b>35.00</b>	<b>828.72</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 828.72

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)	<input checked="" type="checkbox"/>	Mail to Claimant	<input type="checkbox"/>
Requestor Name (if RTR)	[REDACTED]		
Requestor Dept (if RTR)	[REDACTED]		
Prepared by (if not claimant)	[REDACTED]		