## **EXPENSE CLAIM FORM**

## **BOARD CHAIR**

(All expenses EXCLUDING regular Board and Committee meetings)

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)		David Weyant	
- V-1-/-V-1	FIRST	MIDDLE	LAST	

Permanent Mailing Address:

Itinerary and business rationale for expense: Banif Confre 2018 Service Celebration (Oct 15, Banif), November Board Meetings (Nov 7 - 9, Banif), Rolston String Quartet Debut at Carnegie Hall (Occ 11, New York)

Banff Centre Staff Holiday party (Dec 14, Banff)

if non-employee, describe Banff Centre involvement

Ropt 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	10/15/2018	3102	2100	890030	800		Contr		TGE	Mileage from the office ( Centre:(one way, 127km @ \$0.485	\$ 61.60	2,93	\$	61.60
2	10/15/2018	3102	2100	890030	800				TGE	Mileage from Banff Centre to the residence (	\$ 61.11	2.91	\$	61.11
3	11/07/2018	3102	2100	890030	800				TGE	Mileage from the residence ) to Benff Centre, round trip, 126km x 2 @\$0.485	\$ 122.22	5.82	\$	122.22
4	12/01/2018	3102	2100	890030	800			1	TGE	Taxi (Uber) from the residence to Calgary Airport	\$ 29.70	\$ 1.49	s	31.19
5	12/08/2018	3102	2100	890030	800				TGE	Airfare from Calgary to New York/Newark (United Airline)	\$ 398.76		s	398.70
6	12/08/2018	3102	2100	890030	800				TGE	Taxi (Uber) from Newark Airport to accommodation (US\$62.36,@1.3301)	\$ 82.95		\$	82.95
7	12/12/2018	3102	2100	890030	800				TGE	Taxi (Uber) from accommodation to Newark Airport (US\$84.73 @-1.3301)	\$ 112.70		\$	112.70
8	12/12/2018	3102	2100	890030	800				TGE	Airfare from New York/Newark to Calgary (Air Canada)	\$ 279.49		\$	279,4
9	12/12/2018	3102	2100	890030	800				TGE	Taxi (Uber) from Calgary Airport to the residence	\$ 32.49	\$ 1.62	\$	34.1
10	12/14/2018	3102	2100	890030	800				TGE	Mileage from the residence to Banff Centre, round trip, 128km x 2 @\$0.485	\$ 122,22	5,82	s	122.2
11			2100								I Packer of		\$	131
12			2100										\$	19
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18			2100										\$	- X
19			2100										\$	×
20			2100							1,2	85,76	20.59	\$	
		V				-				Total Expenses : A	1,303.24	3.11	\$	1,306.36

GL	Fund	Cost Centre	Activity Type	Activity Code	Sub- activity Code	Activity Location	NET Amount	GST		Total mount
3102	2100	890030	800		7 11-1		1309.24	3.41		\$ 1,306
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	-					Total	\$1,303.24	\$ 3.11		\$ 1,306

Return to Requestor (RTR)	V	Mail to Claimant	
Requestor Name (if RTR)			
Requestor Dept (if RTR)	Board of Governors		
Prepared by (if not Claimant)			

A-B	\$ 1	,306.3
		A-B \$ 1

Dacember 14, 2018

Board

DATE

DEPT

## **EXPENSE CLAIM FORM**

	OR/STAFF# (as applicable)			NAME (Claim		FIRST		MIDDLE	c	David Weyant		DEPT	Board	of Governors
w	Perr	nanent Mallin		Banti Centra I	card of Gov	ernors Mee	ting (Feb 28)	March 12	019 Banffi			_	_	
Itine	rary and busine	ss rationale to	r expense:	Dann Conno s	oard or Gov	omors mee	and (rep to	William I I	010, 04111					
tf n	on-employee, desc	ibe Banff Centre	Involvement											
-200		GL	1000000	Cost	Activity	Activity	Sub-	Activity	Type of	Descriptio	n and business rationale	NET	GST	Total
Rept no.	Date	Acct	Fund	Centre	Туре	Code	activity Code	Loan	Expense	(Include PURCHAS	E ORDER NUMBER If applicable) intre to Residence (One way, 125km	Amount	Amount	Amount
1	03/01/19	3102	2100	890030	800				TGE	@ \$0.495/km)	intre to Residence (One way, 125km	\$ 61.86	2.94	\$ 61.8
2			2100											\$ -
3			2100		CHI									\$ -
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NAME OF THE PERSON	CAL STREET, SQUARE,		-		2000			1000		A CONTRACTOR OF THE PARTY OF TH	Total Expenses : A	61.86	1000	\$ 61.8
	and the same						The Control	**		17. SEV. 1	Total Expenses: A	61.86		\$ 61.8
	s Summary (ple	iso summariz	by unique	GL string) -		DO NOT				157.3	Subtract Advance	61,86 B		Maria Salinii
	s Summary (ple	LEAVE THE	SECTION	BLANK	Sub-		NET			Total	Subtract Advance (if applicable)	В		
	s Summary (ple	ese summariz LEAVE THI Cost Centre	S SECTION  Activity Type	GL string) - BLANK Activity Code	Sub- activity Code	DO NOT	NET Amount	GST		Total Amount	Subtract Advance (If applicable)  Balance Dus to  Claimant	B A-B		61.6
L Code		Cost	Activity	Activity	activity	Activity		est 2.90	4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	Fund	Cost Centre	Activity Type	Activity	activity	Activity	Amount		4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	Fund 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		<b>/</b>	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	2100 2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
SL Code	2100 2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		<b>4</b>	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
L Code	2100 2100 2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	Amount		4	Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
SL Code	2100 2100 2100 2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	97Z	2.9		Amount	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
SL Code	2100 2100 2100 2100 2100 2100 2100 2100	Cost Centre	Activity Type	Activity	activity	Activity Location	972	2.9	4	\$ 61,85	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
GL 3102	2100 2100 2100 2100 2100 2100 2100 2100	Cost Centre 890030	Activity Type	Activity	activity	Activity Location	4 81.86	2.9		\$ 61,85	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
GL 3102	2100 2100 2100 2100 2100 2100 2100 2100	Cost Centre 890030	Activity Type	Activity Code	activity	Activity Location	4 81.86	2.9		\$ 61,85	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6
gt. 3102	2100 2100 2100 2100 2100 2100 2100 2100	Cost Centre 890030	Activity Type	Activity Gode	activity	Activity Location	4 81.86	2.9		\$ 61,85	Subtract Advance (if applicable)  Balance Due to Claimant  Lirayel Advance exceeds expenses and the	B A-B	reimbursed, p	61.6