EXPENSE CLAIM FORM - President, VP, Board

DATE August 15, 2023

VENDOR/STAFF# (as applicable) [redacted]

NAME (Claimant/Payee) Chris Lorway (FIRST / MIDDLE / LAST)

Position President and CEO

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Edmonton Meetings

Rcpt no.	Date	Expense Type	[redacted]	Description and Reason	NET Amount	GST Amount	Total Amount
1	2023-06-25	Travel-General (Pres,VP)	[redacted]	Mileage to from Banff - 830 km at $.52	$ 431.60		$ 431.60
2	2023-06-28	Travel-Accomm.	[redacted]	Courtyard Marriott - 6/25 - 6/28	$ 654.32	$ 30.12	$ 684.44
3	2023-06-25	Travel-Meals	[redacted]	Bistro Praha - dinner	$ 21.72	$ 0.90	$ 22.62
4							$ -
5							$ -
6							$ -
7							$ -
8				[redacted]			$ -
9							$ -
10							$ -
1	[redacted]						$ -
1							$ -
1							$ -
							$ -
							$ -
				Total Expenses : A			1,138.66

GL Code Summary

GL	Expense Type	[redacted]	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	[redacted]		1,107.64	31.02	1,138.66
3102	Travel-General (BOG)	[redacted]		-	-	-
3105	Travel-Accommodation	[redacted]		-	-	-
3106	Travel-Meals	[redacted]		-	-	-
3107	Travel-Incidentals	[redacted]		-	-	-
3610	Hosting	[redacted]		-	-	-
3611	Hosting (Alcohol)	[redacted]		-	-	-
6132	Travel Advance	[redacted]		-	-	-
	Other1	[redacted]		-	-	-
	Other2	[redacted]		-	-	-
	Other3	[redacted]		-	-	-
			Total	1,107.64	31.02	1,138.66

Travel Advance	B	
Balance Due to Claimant	A-B	$ 1,138.66

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.

[redacted]

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

[redacted]