EXPENSE CLAIM FORM - President, VP, Board

DATE May 19 2023

VENDOR/STAFF# (as applicable)

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

Position President and CEO

Permanent Mailing Address

Itinerary and Purpose of Travel/Expense BOG and Foundation Dinner - Lupo

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	2023-05-17	Hosting (Alcohol)	[redacted]					Lupo - Dinner or BOG and Foundation members	$ 1 232 99	$ 50 96	$ 1 283 95
2											
3											
4											
5											
6											
7					[redacted]						
8											
9											
10	[redacted]										$ -
11											$ -
12											$ -
13	[redacted]										$ -
14											$ -
15											$ -
								Total Expenses : A			1,283.95

GL Code Summary

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	travel General (Pres VP)	[redacted]				-	-	-
3102	travel General (BOG)					-	-	-
3105	travel Accommodation					-	-	-
3106	travel Meals					-	-	-
3107	travel Incidentals					-	-	-
3610	Hosting					1150.49 -	46.83	1197.32
3611	Hosting (Alcohol)				27+14+16+16.50	1 232 99	50 96	1 283 95
6132	travel Advance					82.5 -	4.13	86.63 -
	Other					-	-	-
	Other2					-	-	-
	Other3					-	-	-
					Total	1,232.99	50.96	1,283.95

Travel Advance	B	
Balance Due to Claimant	A-B	$ 1,283.95

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]		

[redacted]