

Chq Date: 19/08/15

AUG 13 2019

EXPENSE CLAIM FORM
BOARD CHAIR/BOARD OF GOVERNORS/MEMBERS OF THE BOARD OF
DIRECTORS OF THE BANFF CENTRE FOUNDATION
 (Regular Board and Committee meeting related expenses only)

DATE August 13, 2019

VENDOR/STAFF# (as applicable) _____ NAME (Claimant/Payee) David Weyant DEPT Board of Governors
 FIRST MIDDLE LAST

Permanent Mailing Address: _____

Itinerary and business rationale for expense: Banff Centre Board of Governors meeting (July 17 - 20, 2019)

If non-employee, describe Banff Centre involvement _____

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	07/17/19	3102	2100	890030	800				TGE	Discovery Pass (Family / Group)	\$ 129.80	\$ 6.50	\$ 136.40
2	07/21/19	3102	2100	890030	800				TGE	Gas (for rental car, Esso, Calgary)	\$ 25.93	\$ 1.30	\$ 27.23
3	07/22/19	3102	2100	890030	800				TGE	Car rental (Hertz, 7/17 - 7/22)	\$ 500.12	\$ 25.01	\$ 525.13
4													\$ -
5													\$ -
6													\$ -
7													\$ -
8													\$ -
9													\$ -
10													\$ -
ENTERED AUG 14 2019													
Total Expenses : A											655.95	32.81	\$ 688.76

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
3102	2100	890030	800				655.95	32.81	\$ 688.76
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
	2100								
Total							\$ 655.95	\$ 32.81	\$ 688.76

Subtract Advance (if applicable)	B	
Balance Due to Claimant	A-B	\$ 688.76

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

AUG 13 2019
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