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

DATE October 11, 2016

VENDOR/STAFF# (as applicable)

VP-0	01	9
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NAME (Claimant/Payee)

FIRST

**Gay Mitchell** 

LAST

MIDDLE

Position Board of Governors

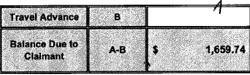
Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: July 2016 board meeting and mid summer ball, July 21-24.

Ropt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	20/07/2016	Travel-General (BOG)	3102	2100	890030	800		air canada flight		49.91	\$ 1,048.03
2	20/07/2016	Travel-General (BOG)	3102	2100	890030	800		Avis rental car		22.63	\$ 475.31
3	20/07/2016	Travel-General (BOG)	3102	2100	890030	800		annual park pass		6.60	\$ 136.40
4			#N/A	2100							\$ -
5			#N/A	2100							\$ -
6			#N/A	2100							\$ -
7			#N/A	2100							\$ -
8			#N/A	2100							\$ -
9			#N/A	2100							\$ -
10			#N/A	2100							\$ -
11			#N/A	2100							\$ -
	ı				- 9.4E-1			Total Expenses: A	1,58060	79.14	1,659.74

				GL Code S	ummary			9.94
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890030	2100	800		-	•	-
3102	Travel-General (BOG)	890030	2100	800		1,580.60	19.14	1,659.74
3105	Travel- Accommodation	890030	2100	800		-	-	-
3106	Travel-Meals	890030	2100	800		-	-	-
3107	Travel- Incidentals	890030	2100	800		-	-	
3610	Hosting	890030	2100	800		-	-	-
3611	Hosting (Alcohol)	890030	2100	800	PAITE	RED	CT-2	5 20
6132	Travel Advance	890030	2100	800	ENIE	KED.	· -	-
	Other1	890030	2100	800		-	-	
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800			-	-
		4.34				Total		1,659.74

Return to Requestor (RTR)	V	Mail to Claimant
Requestor Name (if RTR)		
Requestor Dept (if RTR)	Pi	resident's Office
Prepared by (if not claimant)		



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.

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

DATE October 11, 2016

VENDOR/STAFF#
/ !! f-l-!

NAME (Claimant/Payee)

**Gay Mitchell** 

LAST

MIDDLE

Position Board of Governors

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: October 2016 board meeting

Ropt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	26/10/2016	Travel-General (BOG)	3102	2100	890030	800		air canada flight		24.3c	\$ 567.80
2	26/10/2016	Travel-General (BOG)	3102	2100	890030	800		air canada flight		21.06	\$ 475.87
3											
4	-		#N/A	2100							\$ -
5			#N/A	2100							\$ -
6			#N/A	2100							\$ -
7			#N/A	2100							\$ -
8			#N/A	2100						·	\$ -
9			#N/A	2100							\$ -
10	<u> </u>		#N/A	2100							\$ -
11			#N/A	2100							\$ -
				编作计		ı		Total Expenses: A		45.36	1,043.67

			eries for	GL Code S	Summary			
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890030	2100	800		-	-	-
3102	Travel-General (BOG)	890030	2100	800		998.31	4536	1,043.6
3105	Travel-	890030	2100	800		-	-	-
3106	Travel-Meals	890030	2100	800		-	-	-
3107	Travel- Incidentals	890030	2100	800			DOT '	0 - 00
3610	Hosting	890030	2100	800	ENT	ERED.	UCL	2 2 5
3611	Hosting (Alcohol)	890030	2100	800		-	-	-
6132	Travel Advance	890030	2100	800		_	-	-
	Other1	890030	2100	800		-	-	-
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800		-	-	-
						Total		a comment

Return to Requestor (RTR)	V	Mail to Claimant						
Requestor Name (if RTR)								
Requestor Dept (if RTR)	Pr	esident's Office						
Prepared by (if not claimant)								

Travel Advance	В	^\
Balance Due to Claimant	A-B	\$ 1,043.67

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.

## EXPENSE CLAIM FORM - President, VP, Board

DATE	Decen
DAIL	Decen

VEN	000074554			EAP	ENSE	NAME						usunsn	0		Board
	OOR/STAFF# s applicable)	VP-0	2019		(Claima	nt/Payee)		GAT	MIICHE	LL, BUAN		MEMBER	Pu	Stuon	Doard
		Permane	nt Mailing	Address:											
	ltineraŋ	and Purpose	of Travel	Expense:	CAR REN	TAL EXPE	NSES - O	CTOBE	R 2016 B	OARD MEE	TIN	G			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Ropt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code			Descrip	tio	n	Amo	ET ount	GST Amoun
1	10/29/2016	Trayel-General (BOG)	3102	2100	890030	800		CAR F	RENTAL -	OCT 26 - O	ст	29, 2016	\$ 2	43.37	\$ 12.0
2	10/29/2016	Travel-General (BOG)	3102	2100	890030	800		GAS					s	21.62	\$ 1.0
3												:			
5															
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				GL Cod	e Summar	y		MAR. WEV.				Travel Advance	T	8	
GL	Expense Type	Cost Centre	Fund	Activity Type		livity ode	Amo		GST	Total Amount		Balance Due to	,	\-В	s
3101	Travel-General (Pres.VP)	890030	2100	800	ļ			-		-			<u> </u>		
3102		890030	2100	800	<b></b>			264.99	13.14	278.13		If Travel Advance reimbursed.	please a	ittach to:	copy of d
3105	Travel- Accommodation	890030	2100	800	<b></b>			. ,	-	-	١,	the	cash po	osting to	this claim.
3106		890030	2100	800											
3107		890030	2100	800	<del> </del>		-		-	-					
3610	Hosting	890030	2100	800	ļ				<u> </u>		ا ا				
3611	(Alcohof)	890030	2100	800	<del> </del>				M	5 20	1				
6132		890030	2100	800	F	NTE	RE	<u>J</u>	13 14	<u> </u>					
	Other1	890030	2100	800			+	-	-	-					
-	Other2	890030	2100	800	+		-		<u> </u>						
<u> </u>	Other3	890030	1 2100	1 000	<u> </u>	***************************************	Total			278.13					
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Page 1	turn to Requequestor Nar		<b>-</b>	V		mai	to cialli	IIGIIL	A		1				
	equestor Nar		1			President	's Office								
	The second second second second	ot claimant)	1							or a l'internazione esterni		5			