Transaction Search - Company

BMO, 07/01/2024 to 09/30/2024

Company Unit - T&E EXEC

Mapped Cards

Chris Lorway

Posting Date	Supplier		Amount
07/01/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	8.06
07/01/2024	Whitebark Cafe	Travel-Banff Centre Employees	23.74
07/08/2024	The Banff Centre - Vis	Travel-Banff Centre Employees	76.89
07/09/2024	Juniper Hotel	Travel-Banff Centre Employees	438.48
07/10/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	41.33
07/10/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	64.26
07/22/2024	Banff Airporter	Travel-Banff Centre Employees	-72.07
07/22/2024	The Banff Centre-Box O	Travel-Banff Centre Employees	78.75
07/26/2024	The Banff Centre-Box O	Travel-Banff Centre Employees	28.88
07/29/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	51.41
07/31/2024	The Banff Centre-Box O	Travel-Banff Centre Employees	28.88
08/01/2024	Calgary Airport-Online	Travel-Banff Centre Employees	110.25
08/05/2024	The Banff Centre-Box O	Travel-Banff Centre Employees	41.48
08/05/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	15.6
08/22/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	11.84
08/23/2024	The Banff Centre-Box O	Travel-Banff Centre Employees	21
08/23/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	60.98
09/06/2024	Busbud	Travel-Banff Centre Employees	46.24
09/25/2024	Bow Valley Basics	Supplies-Office	20.99
09/27/2024	Bow Valley Basics	Supplies-Office	11.33
09/27/2024	Hangtag Parking	Travel-Banff Centre Employees	28.3
09/30/2024	The Banff Centre - Mac	Travel-Banff Centre Employees	53.42
	Debit Total CAD		1,262.11
	Credit Total CAD		-72.07
	Total CAD		1,190.04

Transaction Search - Company

BMO, 07/01/2024 to 09/30/2024

Company Unit - T&E EXEC

Mapped Cards

Chris Lorway

Posting Date	Supplier		Amount
07/15/2024	Cpa - Pay Machine	Travel-Banff Centre Employees	8.24
07/30/2024	Western Arts Alliance	Travel-Banff Centre Employees	1,590.00
08/27/2024	Auto Park 14-Grand Ave	Travel-Banff Centre Employees	20
08/28/2024	Conrad Los Angeles Ca	Travel-Banff Centre Employees	77.7
08/28/2024	Tst Fort Oak Restauran	Travel-Banff Centre Employees	245.26
09/02/2024	Tfk-San Diego Ca - Fa	Travel-Banff Centre Employees	55.15
	Debit Total USD		1,996.35
	Credit Total USD		0
	Total USD		1,996.35

Docusign Envelope ID: D4CEC692-0C3F-4B04-8B4B-2D6C577B3BFF

EXPENSE CLAIM FORM - President, VP, Board

DATE March 28, 2024

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: Toronto (Business and Arts AGM and donor meetings)/Calgary (donor meetings)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	[redacted]							Flight - YYC to YYZ Return	$ 606.80	$ 28.36	$ 635.16
2								YYC Parking	$ 127.50	$ 6.38	$ 133.88
3								Residence Inn Calgary	$ 302.15	$ 14.51	$ 316.66
4								Sheraton Centre Toronto	$ 929.49		$ 929.49
5								The Dorian Calgary	$ 648.44	$ 20.90	$ 669.34
6								Mileage to and from Banff (252 km at $.52/km)	$ 131.04		$ 131.04
7											$ -
8											$ -
9											$ -
10				2100							$ -
11				2100							$ -
12				2100							$ -
13				2100							$ -
14				2100							$ -
15				2100							$ -
								Total Expenses : A			2,815.57

GL Code Summary

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
[redacted]						737.84	28.36	766.20
						-	-	-
						1,880.08	35.41	1,915.49
						-	-	-
						127.50	6.38	133.88
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
					Total	2,745.42	70.15	2,815.57

[redacted]

Travel Advance	B	
Balance Due to Claimant	A-B	$ 2,815.57

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or [redacted]

Docusign Envelope ID: 5009BD4E-1A33-47C8-A3A9-21F83ACCAE5B

EXPENSE CLAIM FORM - President, VP, Board

DATE: July 29, 2024

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: Toronto (Buiness/Arts AGM) and Ottawa (GGs)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	[redacted]							Flight - Calgary => Toronto => Ottawa => Calgary	$ 1,346.25	$ 63.75	$ 1,410.00 $1,410.99
2								Hotel - Courtyard by Marriott	$ 1,063.52	$ 49.24	$ 1,112.76
3								Poncho - Chris and Derek lunch Toronto	$ 94.70	$ 3.63	$ 98.32
4								Loblaws - CL Breakfast	$ 9.20	$ -	$ 9.20
5								Capital Taxi - DT Ottawa to YOW	$ 21.56	$ -	$ 21.56
6								Mileage to from Banff - 252 km at $.052	$ 131.04	$ -	$ 131.04
7								[redacted]			$ -
8											$ -
9											$ -
10											$ -
11											$ -
12											$ -
13											$ -
14											$ -
15											$ - $2,783.87
								Total Expenses : A			2,782.88

GL Code Summary

[redacted]	Activity Code	NET Amount	GST	Total Amount
		1,498.85	63.75	1,562.60
		-	-	-
		1,063.52	49.24	1,112.76
		103.90	3.63	107.52
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Total	2,666.27	116.61	2,782.88

[redacted]

Travel Advance	B	
Balance Due to Claimant	A-B	$ 2,782.88

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]

EXPENSE CLAIM FORM - President, VP, Board

DATE July 30, 2024

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: Calgary Stampede events

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	[redacted]							Aloft Calgary	$ 773.41	$ 37.19	$ 810.60
2								Dinner - Native Tongue - CL and JR	$ 51.90	$ 2.14	$ 54.04
3								Calgary Transit - Hotel to Downtown	$ 3.70	$ -	$ 3.70
4								Calgary Transit - Hotel to Downtown	$ 3.70	$ -	$ 3.70
5								Mileage to from Banff - 252 km at $.052 - weekend 1	$ 131.04	$ -	$ 131.04
6								Calgary Hotel - Machine Dazzle	$ 137.50	$ -	$ 137.50
7								Mileage to from Banff - 252 km at $.052 - weekend 2	$ 131.04	$ -	$ 131.04
8											
9											
10											
11											
12											
13											
14											
15											
								Total Expenses : A			**1,271.62**

GL Code Summary

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
[redacted]						262.08	-	262.08
						-	-	-
						910.91	37.19	948.10
						51.90	2.14	54.04
						7.40	-	7.40
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
					Total	**1,232.29**	**39.33**	**1,271.62**

[redacted]

Travel Advance	**B**	
Balance Due to Claimant	**A-B**	**$ 1,271.62**

[redacted]

EXPENSE CLAIM FORM - President, VP, Board

DATE July 30, 2024

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: Hosting Misc.

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	[redacted]							Nesters - Artist BBQ	$ 38.07	$ 0.23	$ 38.30
2								IGA - Rob K goodbye BBQ	$ 113.06	$ 0.29	$ 113.35
3								IGA - Interplay faculty gathering	$ 101.45	$ 0.90	$ 102.35
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
								Total Expenses : A			**254.00**

GL Code Summary

[redacted]	Activity Code	NET Amount	GST	Total Amount
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		252.58	1.42	254.00
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
Total		**252.58**	**1.42**	**254.00**

[redacted]

Travel Advance	**B**		
Balance Due to Claimant	**A-B**	$	**254.00**

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or

[redacted]

Docusign Envelope ID: 074C5890-E6AE-4A8D-9A83-0A7C3735E466

EXPENSE CLAIM FORM - President, VP, Board

DATE September 5, 2024

VENDOR/STAFF# (as applicable)

NAME (Claimant/Payee) Chris Lorway

FIRST MIDDLE LAST

Position President & CEO

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: LA and WAA San Diego - Flight, Hotel and Misc.

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	[redacted]							Flight - YYC to BUR	$ 722.86		$ 722.86
2	[redacted]							Sheraton Grand LA	$ 664.36		$ 664.36
3	[redacted]							Courtyard by Marriott	$ 822.15		$ 822.15
4	[redacted]							Budget Rental Car	$ 1,260.38		$ 1,260.38
5	[redacted]							Town and Country - happy hour with colleagues (food only)	$ 69.05		$ 69.05
6	[redacted]							Lola 55 - CL Dinner (food only)	$ 34.22		$ 34.22
7	[redacted]							Mileage to and from Banff (288km at $.54/km)	$ 155.52		$ 155.52
8				2100							$ -
9				2100							$ -
10				2100							$ -
11				2100							$ -
12				2100							$ -
13				2100							$ -
14				2100							$ -
15				2100							$ -
								Total Expenses : A			3,728.54

GL Code Summary

[redacted]	Activity Code	NET Amount	GST	Total Amount
[redacted]		2,138.76	-	2,138.76
[redacted]		-	-	-
[redacted]		1,486.51	-	1,486.51
[redacted]		103.27	-	103.27
[redacted]		-	-	-
[redacted]		-	-	-
[redacted]		-	-	-
[redacted]		-	-	-
[redacted]		-	-	-
[redacted]		-	-	-
[redacted]		-	-	-
Total		3,728.54	-	3,728.54

[redacted]

Travel Advance	B	
Balance Due to Claimant	A-B	$ 3,728.54

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]