# **Transaction Search - Company**

## BMO, 01/01/2025 to 03/31/2025

# **Company Unit - T&E EXEC**

### **Mapped Cards**

### **Chris Lorway**

Posting Date	Supplier		Amount
01/10/2025	The Banff Centre-Box O	Other Staff Related Costs	57.75
01/24/2025	The Banff Centre - Mac	Travel-Banff Centre Employees	77.8
01/24/2025	The Banff Centre-Box O	Other Staff Related Costs	511.95
01/30/2025	Arts Commons	Travel-Banff Centre Employees	69
02/03/2025	The Banff Centre-Box O	Travel-Banff Centre Employees	21
02/07/2025	Calgary Airport-Online	Travel-Banff Centre Employees	143.33
02/10/2025	Westjet 883821944860161	Travel-Banff Centre Employees	478.72
02/13/2025	The Banff Centre-Box O	Other Staff Related Costs	157.5
02/14/2025	Pomeroy Kananaskis Mou	Travel-Banff Centre Employees	726.28
03/05/2025	Pomeroy Kananaskis Mou	Travel-Meals	286.25
03/06/2025	Pomeroy Kananaskis Mou	Travel-Meals	268.13
		Debit Total CAD	2,797.71
		Credit Total CAD	
		Total CAD	2,797.71

# **Transaction Search - Company**

## BMO, 01/01/2025 to 03/31/2025

# **Company Unit - T&E EXEC**

### **Mapped Cards**

### **Chris Lorway**

Posting Date	Supplier		Amount
01/03/2025	Uber Trip	Travel-Banff Centre Employees	67.93
01/08/2025	Mta Metrocard Machine	Travel-Banff Centre Employees	35
01/10/2025	Sq Stumptown Coffee R	Travel-Banff Centre Employees	25.8
01/13/2025	Nyc Taxi 1246 12460010	Travel-Banff Centre Employees	24.75
01/13/2025	The Smith - East Villa	Travel-Banff Centre Employees	84.77
01/13/2025	New York University	Travel-Banff Centre Employees	140
01/13/2025	Westland Roe	Travel-Banff Centre Employees	270.64
01/13/2025	Tst Soothr	Travel-Banff Centre Employees	86.34
01/13/2025	Tst Atla - Lafayette	Travel-Banff Centre Employees	143.05
01/14/2025	Uber Trip	Travel-Banff Centre Employees	90.97
01/15/2025	Air Can 00144280807828	Travel-Banff Centre Employees	75
01/20/2025	The Banff Centre - Vis	Travel-Banff Centre Employees	19.24
01/20/2025	The Banff Centre - Mac	Travel-Banff Centre Employees	5.45
02/10/2025	Air Can 0144280807828	Travel-Banff Centre Employees	-75
	Debit Total USD		1,068.94
	Credit Total USD		-75.00
	Total USD		993.94

DATE December 16, 2024

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)	Chris Lorway		Position	President & CEO
	FIDOT	MIDDLE	LAOT	-	

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Venice/Milan - Biennale and ELIA Conference (Travel and Accom)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity .	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1								Flight - YYC to MXP (Milan) Return	\$ 3,498.92	\$ 1.75	\$ 3,500.67
2								Train - MXP to Milan Centrale	\$ 19.66		\$ 19.66
3								Train - Milan Centale to Venice	\$ 99.65		\$ 99.65
4								Hotel Aquarius - Venice (3 nights)	\$ 1,204.65		\$ 1,204.65
5								Venice Biennale Ticket (3 days)	\$ 61.24		\$ 61.24
6								Train - Venice to Milan Centrale	\$ 52.77		\$ 52.77
7								Hotel Viu Milan (4 nights)	\$ 1,619.57		\$ 1,619.57
8								Hotel Viu Meals	\$ 142.15		\$ 142.15
9								Uber - Milan Hotel to Airport (LIN)	\$ 51.72		\$ 51.72
10								Uber - Milan Hotel to Elia Conference Site	\$ 27.22		\$ 27.22
11		_						Banff Airporter - YYC to Home	\$ 42.90	\$ 2.15	\$ 45.05
12				2100							\$ -
13				2100							\$ -
14				2100							\$
15				2100							\$ -
								Total Expenses: A			6,824.35

	GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activ Cod	ity e	NET Amount	GST	Total Amount
							3,854.08	3.90	3,857.98
							-		-
							2,824.22	,	2,824.22
							142.15	-	142.15
							-	-	
							-	-	-
							-	-	-
							•	-	-
							-	-	-
							-	-	-
							-	-	-
						Total	6,820.45	3.90	6,824.35
- P	eturn to Reques	tor (RTR)	Г		1	Mail t	o Claimant		1

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

Travel Advance	В	
Balance Due to Claimant	A-B	\$ 6,824.35

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.

DATE December 17, 2024

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)	Chris Lorway	v	Position	President and CEO
	CIDOT	MIDDLE	LACT		

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Venice/Milan - Biennale and ELIA Conference (Meals)

Ropt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount		Total Amount
1								Aquarius - breafast x 2	\$ 34.02		\$	34.02
2								Due Tradizioni - lunch	\$ 16.63		\$	16.6
3								Oriental Thai - dinner	\$ 39.32	7	\$	39.3
4								Baretto San Marco - dinner	\$ 117.95		\$	117.9
5								Il Suo Conto - lunch	\$ 54.44		\$	54.4
6								Al Grill - dinner	\$ 80.15		\$	80.1
7								Autogrill Deutschland - coffee	\$ 7.86		\$	7.8
8								Bar Esedra - breakfast	\$ 9.83		\$	9.8
9	f-c			2100	890900	800		,	\$ =		\$ -	a 11
10	11			2100	890900	800			\$ -		\$	
11				2100	890900	800			\$ -		\$	
12	2 11			2100	890900	800			\$ -		\$	-
13				2100	890900	800			\$ -		\$	-
14				2100	890900	800			\$ -		\$	-
15				2100	890900	800			\$ 1 =		\$	81
								Total Expenses: A				360.2

				GL Code	Summary			
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
						-	-	-
						-	-	-
						-		-
					15	360.21	-	360.2
						-	-	-
						g Že	-	-
						÷	-	-
							-	-
						-	-	-
						-	-	
						-	-	-
					Total	360.21		360.2

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

Travel Advance	В	
Balance Due to Claimant	A-B	\$ 360.21

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.

<b>EXPENSE</b>	CL AIM	FORM .	President.	VP Roard
	CLAIM	LOKIN .	· FIESIUEIIL	vr. Dualu

DATE January 23, 2025

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)		Chris Lorway	Position	President and CEO
		EIDST	MIDDLE LAST	-	

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: NYC 2025 January Trip (USD)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	,	Total Amount
1								Flight - YHZ to EWR	\$ 546.27		\$	546.27
2								Hotel - Moxy 8 Nights, Advance Deposit	\$ 3,203.78		\$	3,203.78
3								Hotel - Moxy, additional charge upon departure	\$ 83.07		\$	83.07
4								Flight - EWR to YYC	\$ 878.95		\$	878.95
5								Busbud - YYC to Banff	\$ 15.99		\$	15.99
6				2100							\$	-
7				2100							\$	-
8				2100							\$	-
9				2100							\$	-
10				2100							\$	-
11				2100							\$	-
12				2100							\$	-
13				2100							\$	-
14				2100							\$	-
15				2100							\$	-
Total Expenses: A									4,728.06			

				GL Code	Summary			
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
						1,441.21	-	1,441.21
						-	1	-
						3,286.85	ı	3,286.85
						-	ı	-
						-	1	-
						-	,	-
						-	-	-
						-	,	-
						-	-	-
						-	-	-
						-	-	-
	Total 4,728.06 - 4,728.06							
P	eturn to Reques	tor (RTR)			Mail 1	to Claimant		

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

Travel Advance	В	
Balance Due to Claimant	A-B	\$ 4,728.06

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.

**DATE** March 12, 2025

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)		Chris Lorway		Position	President & CEO
<u></u>		FIRST	MIDDLE	LAST	_	

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Palm Springs Event and Donor Meetings (dollar amounts converted from USD to CAD as per rate sheets attached)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity	Activity Code	Description and Reason	NET Amount	GST Amount	 Total Amount
1								Hotel - Avalon (2 nights)	\$ 1,134.33		\$ 1,134.33
2								Uber - hotel to Susie Kololian's house for event	\$ 40.54		\$ 40.54
3								Uber - Hotel to Dinner with Glen Sather	\$ 52.01		\$ 52.01
4								Uber - Sather Dinner back to Hotel	\$ 54.53		\$ 54.53
5								Uber - hotel to Palm Springs Airport	\$ 25.98		\$ 25.98
6								Flight - Palm Springs to Calgary	\$ 665.53		\$ 665.53
7				2100							\$ -
8				2100							\$ -
9				2100							\$ -
10				2100							\$ -
11				2100							\$ -
12				2100							\$ -
13				2100							\$ -
14				2100							\$ -
15				2100							\$ -
								Total Expenses: A			1,972.92

GL Code Summary										
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount		
						838.59	-	838.59		
						-	-	-		
						1,134.33	-	1,134.33		
						-	1	=		
						-	1	-		
						-	ı	-		
						-	-	-		
						-	-	-		
						-	-	-		
						-	1	-		
						-	-	-		
			,							
					Total	1,972.92	-	1,972.92		
_	Deturn to Demicrator (DTD)									

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

Travel Advance	В	
Balance Due to Claimant	A-B	\$ 1,972.92

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.

**DATE** March 18, 2025

VENDOR/STAFF# (as applicable)	NAME (Claimant/Payee)		Chris Lorway	Position	President & CEO
		IDCT	MIDDLE	 _	

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Kananaskis Leadership Retreat - March 3 & 4, 2025

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason		IET lount	GST Amount		Total Amount	
1								Pomeroy Kananaskis Mountain Lodge - 1 night	\$ :	275.92	\$ 21.60	\$	297.52	
2								Mileage to and from Banff (160km @ \$0.575/km)	\$	92.00		\$	92.00	
3												\$	-	
4				2100								\$	-	
5				2100								\$	-	
6				2100								\$	-	
7				2100								\$	-	
8				2100								\$	-	
9				2100								\$\$	-	
10				2100								\$	-	
11				2100								\$	-	
12				2100								\$	-	
13				2100								\$	-	
14				2100								\$	-	
15				2100								\$	-	
Total Expenses : A								389.52						

	GL Code Summary									
GL	Expense Type	e Cost Centre Fu		Activity Activity Type Code		ity e	NET Amount	GST	Total Amount	
							92.00	-	92.00	
							-	-	-	
							275.92	21.60	297.52	
							-	-	=	
							1	-	-	
							•	-	-	
							-	-	-	
							1	-	-	
							-	-	-	
							-	-	-	
							-	-	-	
						Total	367.92	21.60	389.52	
Poturn to Poquector (PTP) Mail to Claimant										

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

Travel Advance	В	
Balance Due to Claimant	A-B	\$ 389.52

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.