

Transaction Search - Company

BMO - Mastercard, 10/01/2025 to 12/31/2025

Company Unit - T&E EXEC

Mapped Cards

Mark Wold

Posting Date	Supplier	Amount
11/20/2025	The Banff Centre - Mac	Hosting (entertainment) 40.58
11/26/2025	The Banff Centre - Mac	Hosting (entertainment) 32.46
11/27/2025	The Banff Centre - Mac	Hosting (entertainment) 90.72
12/8/2025	The Banff Centre - Vis	Hosting (entertainment) 28.32
12/10/2025	The Banff Centre - Vis	Hosting (entertainment) 31.49
12/12/2025	The Banff Centre - Vis	Hosting (entertainment) 29.06
12/15/2025	The Banff Centre - Vis	Hosting (entertainment) 29.06
	Debit Total CAD	281.69
	Credit Total CAD	0
	Total CAD	281.69

GENERAL EXPENSE CLAIM FORM (Do not use for Board/Executives)DATE October 24, 2025

VENDOR/STAFF# (as applicable)

NAME
(Claimant/Payee)

Mark Wold

DEPT

Leadership

Permanent Mailing Address:

Itinerary and business rationale for expense: Attend Canada Council presentation, meetings for Cultural Leadership: Edmonton Arts Council, Winspear, AGA, Craft Council, ESO, Edm Opera

If non-employee, describe Banff Centre involvement

Recpt 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									TGE	Westin Hotel	\$ 1,056.06		\$ 1,056.06
2									TGE	mileage Banff-Edm return (832km*0.565)	\$ 470.08		\$ 470.08
3									TGE	per diem dinner	\$ 60.75		\$ 60.75
4									TGE	per diem b/l/d	\$ 119.40		\$ 119.40
5									TGE	per diem b/l/d	\$ 119.40		\$ 119.40
6													\$ -
7													\$ -
8													\$ -
9													\$ -
10													\$ -
11													\$ -
12													\$ -
13													\$ -
14													\$ -
15													\$ -
16													\$ -
17													\$ -
18													\$ -
19													\$ -
20													\$ -
21													\$ -
22													\$ -
23													\$ -
24													\$ -
										Total Expenses : A	1,825.69	-	\$ 1,825.69

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
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
2100							\$ -		\$ -
Total							\$ -		\$ -

Subtract Advance (if applicable)	B	
Balance Due to Claimant	A-B	\$ 1,825.69

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.

By signing below, all parties confirm the expenses comply with the *Policy - Travel, Meal and Hospitality Expenses* and associated Procedures. In addition, the Claimant confirms that each expense was reasonably incurred for Banff Centre business related reasons, was not personal in nature, reflects good judgment and due regard for the economy, would be defensible to an impartial observer, was not previously reimbursed, and is not planned to be reimbursed in future. The Authorized Approver confirms he/she has authority to charge the expense to the GL account indicated, and that each expense is eligible for reimbursement and properly documented with the required support. By signing, Finance agrees to process Eligible Expenses and monitor/audit compliance.

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