

TRAVEL, HOSPITALITY AND WORKING SESSION EXPENSE REPORT

Name: Ann Everatt

Position: President & Chief Executive Officer

Period Covered: May June 2016

Travel

- * "Other Transportation" includes fuel, taxis, private vehicles, rental vehicles and so forth while on travel status.
- ** "Other" includes incidentals such as long distance telephone calls and per diem while on travel status.

Travel Date(s) Destination and Rationale	Airfare	Other Transportation*	Accommodations	Meals	Other	Total
	5/3/2016 Meeting - Grouard		\$124.63				\$124.63
5/9/2016 Meeting - Driftpile			\$70.04				\$70.04
	5/30/2016 Meeting - Grouard		\$124.63				\$124.63
	6/13/2016 Meeting - High Level		\$101.30	\$131.47		\$14.10	\$246.87
	6/22/2016 Meeting - High Prairie		\$142.66				\$142.66
	6/27/2016 Meeting - Edmonton		\$258.53	\$137.34	\$52.00	\$7.05	\$454.92
	6/29/2016 Meeting - Atikameg		\$187.46				\$187.46
	6/30/2016 Meeting - Edmonton		¢250.52	¢10.20	Ć1F 00	ć7.0F	¢200.88
	0/20/2010 Micering - Enimoniton		\$258.53	\$19.30	\$15.00	\$7.05	\$299.88

- •Hospitality expenses are incurred when, in the course of doing business or as a courtesy, Northern Lakes College Staff pay for food and beverage or other related expenses for someone not employed by the College.
- •A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting office business.

Date	Description and Rationale	Amount
5/31/2016 Working Session		\$130.36