



## TRAVEL, HOSPITALITY, AND WORKING SESSION EXPENSE REPORT

**Name: Ann Everatt**

**Position: President & CEO**

**Period Covered: May\_Jun 2018**

### 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*	Accommodation	Meals	Other	Total
5/9/18	Fort Vermillion - Meetings		\$ 422.10		\$ 26.00		\$ 448.10
5/10/18	Peace River - Meetings		\$ 256.20		\$ 15.00		\$ 271.20
5/13/18							
5/14/18	Edmonton - Meetings		\$ 263.55		\$ 36.00		\$ 299.55
5/15/18	Athabasca - Meetings		\$ 136.50		\$ 69.41		\$ 205.91
5/16/18							
5/17/18	Edmonton - Meetings		\$ 252.55	\$ 227.25	\$ 179.08	\$ 7.05	\$ 665.93
5/24/18	High Prairie - Meetings		\$ 127.05				\$ 127.05
6/4/18	Edmonton - Meetings		\$ 285.60	\$ 129.71	\$ 67.87	\$ 7.05	\$ 490.23
6/7/18	Athabasca - Meetings		\$ 136.50				\$ 136.50
6/10/18							
6/11/18	Edmonton - Meetings		\$ 263.55	\$ 192.67	\$ 86.02	\$ 7.05	\$ 549.29
6/20/18	Slave Lake - Meetings				\$ 190.59		\$ 190.59
6/21/18							
6/22/18	Edmonton - Meetings		\$ 263.55	\$ 253.14	\$ 36.00	\$ 7.05	\$ 559.74
6/25/18	High Level - Meetings		\$ 296.10		\$ 107.52	\$ 7.05	\$ 410.67
6/26/18	Fort Vermillion - Meetings		\$ 255.36		\$ 7.75		\$ 263.11
6/28/18	Athabasca - Meetings		\$ 136.50				\$ 136.50
6/29/18	Grouard - Meetings		\$ 127.05				\$ 127.05

### Hospitality and Working Sessions

\* 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

\* A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting business

Date	Destination and Rationale	Meals	Other	Total