



**Northern Lakes College**  
**Executive Team Expense Report**

**Name: Robert LeSage, Vice-President, Corporate Services & Chief Finance Officer**  
**Expenses Processed: March 1, 2014 to April 30, 2014**

**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
Mar 1/14      Mar 9/14	Travel to League of Innovation - Anaheim California	\$ 827.03	\$ 163.09	\$ 1,133.26	\$ 104.45	\$ 85.19	\$ 2,313.02
Mar 19/14	Lunch meeting with 2 NLC Staff.				\$ 60.69		\$ 60.69
Apr 1/14	Lunch meeting with NLC staff member.				\$ 36.86		\$ 36.86
Apr 25/14	Lunch while attending College meeting in Slave Lake				\$ 8.00		\$ 8.00

**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 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	Meals	Amount
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