



**Northern
Lakes
College**

Position: Vice-President, Corporate Services & Chief Finance Officer

Travel

** "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
5/1/2015	Slave Lake - Meeting		\$31.46				\$31.46
5/5/2015	Slave Lake - Meeting		\$31.46		\$15.00		\$46.46
5/6/2015	High Level - Meeting			\$155.98	\$89.59		\$245.57
5/15/2015	Slave Lake - Meeting		\$31.46				\$31.46
5/19/2015	Grande Prairie - Meeting		\$61.62		\$60.35		\$121.97
5/21/2015	High Prairie - Meeting		\$9.36				\$9.36
5/22/2015	Slave Lake - Meeting		\$31.46		\$15.00		\$46.46
6/3/2015	Lethbridge - Meeting	\$527.36	\$225.47	\$266.84	\$92.00		\$1,111.67
6/8/2015	Slave Lake - Meeting		\$31.46				\$31.46
6/17/2015	Slave Lake - Meeting		\$31.46	\$134.29	\$36.00		\$201.75

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	Gratuity	Amount