



TRAVEL, HOSPITALITY, AND WORKING SESSION EXPENSE REPORT

Name: Robert LeSage
Position: Vice President, Corporate Services & CFO
Period Covered: November & December 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
11/01/18	Meeting - Athabasca	\$ -	\$ 130.20	\$ -	\$ 25.00	\$ -	\$ 155.20
11/07/18 11/09/18	Meeting - Grouard & Slave Lake	\$ -	\$ 263.56		\$ 117.00	\$ -	\$ 380.56
11/14/18 11/16/18	Meeting - Grouard & Slave Lake	\$ -	\$ 263.56		\$ 117.00	\$ -	\$ 380.56
11/16/18 11/19/18	Meeting - Grouard & Slave Lake	\$ -	\$ 259.36		\$ 168.00	\$ -	\$ 427.36
11/27/18	Meeting - Valleyview	\$ -	\$ 56.70		\$ 92.00	\$ -	\$ 148.70
11/29/18 11/30/18	Meeting - Slave Lake & High Prairie	\$ -	\$ 254.63		\$ 51.00	\$ -	\$ 305.63
12/04/18 12/05/18	Meeting - Slave Lake	\$ -	\$ 139.66	\$ 132.98	\$ 25.00	\$ -	\$ 297.64
12/08/18 12/16/18	Meeting - Arizona	\$ -	\$ 660.44	\$ 1,643.37	\$ 200.00	\$ -	\$ 2,503.81
12/18/18	Meeting - Slave Lake	\$ -	\$ 69.83	\$ -	\$ 41.00	\$ -	\$ 110.83
12/19/18	Meeting - Grouard & Slave Lake	\$ -	\$ 64.05	\$ 132.98	\$ 51.00	\$ -	\$ 248.03
12/20/18	Meeting - High Prairie	\$ -	\$ 148.58	\$ -	\$ 10.00	\$ -	\$ 158.58
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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 business

Date(s)	Destination and Rationale	Meals	Other	Total
12/11/2018	Staff Meeting - Enilda		\$ 642.75	\$ 642.75