



TRAVEL, HOSPITALITY, AND WORKING SESSION EXPENSE REPORT

Name: Madeline McVey
Position: Vice President, Academic
Period Covered: September & October 2019

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
09/04/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
09/05/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
09/09/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
09/12/19 09/13/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ 19.30	\$ 66.00	\$ -	\$ 212.35
09/19/19	Meeting - Peace River	\$ -	\$ 133.35	\$ -	\$ -	\$ -	\$ 133.35
09/23/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ -	\$ -	\$ 127.05
09/25/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ -	\$ -	\$ 127.05
10/07/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
10/09/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ -	\$ -	\$ 127.05
10/16/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
10/21/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
10/24/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ -	\$ -	\$ 127.05
10/25/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
10/30/19	Meeting - Slave Lake	\$ -	\$ 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 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
10/09/19	Academic Council Meeting- Refreshments	\$ 47.08	\$ -	\$ 47.08