

TRAVEL, HOSPITALITY, AND WORKING SESSION EXPENSE REPORT

Name: Daniel Vandermeulen Position: Chair, Board of Governors Period Covered: November & December 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	
		, and c							other				
11/21/19	Meetings - Athabasca	\$ -	\$	260.40	\$	-	\$	-	\$	-	\$	260.40	
10/31/19	Meetings - Calgary	\$ -	\$	748.03	\$	38.47	\$	87.00	\$	-	\$	873.50	
11/04/19	Meetings - Slave Lake	\$ -	\$	127.05	\$	-	\$	-	\$	-	\$	127.05	
11/13/19	Meetings - Slave Lake	\$ -	\$	127.05	\$	-	\$	-	\$	-	\$	127.05	
11/28/19	Meetings - Slave Lake	\$ -	\$	127.05	\$	-	\$	-	\$	-	\$	127.05	
12/18/19	Meetings - 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