



**TRAVEL, HOSPITALITY, AND WORKING SESSION EXPENSE REPORT**

**Name: Madeline McVey**  
**Position: Vice President, Academic**  
**Period Covered: March & April 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
03/04/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
03/11/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
03/14/19 03/15/19	Meeting - Edmonton	\$ -	\$ 383.25	\$ 161.22	\$ 66.00	\$ -	\$ 610.47
03/18/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
03/19/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
03/20/19 03/21/19	Meeting - Slave Lake & Wabasca	\$ -	\$ 274.05	\$ 114.45	\$ 67.00	\$ -	\$ 455.50
04/08/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
04/10/19 04/12/19	Meeting - Calgary	\$ 653.36	\$ 233.05	\$ 417.64	\$ 78.00	\$ 7.05	\$ 1,389.10
04/16/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
04/18/19	Meeting - Driftpile	\$ -	\$ 52.50	\$ -	\$ -	\$ -	\$ 52.50
04/24/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05
04/29/19	Meeting - Slave Lake	\$ -	\$ 127.05	\$ -	\$ 15.00	\$ -	\$ 142.05

**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