



Expense Disclosure Summary

Name Don Bruce **Position** Board Chair
Period Covered October 1 - December 31, 2012

Please attach supporting documentation ie: receipts

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
October 3, 2012	Calgary, AB	Post Secondary Collaboration	\$ -	\$ 175.60	\$ -	\$ -	\$ -	\$ -	\$ 175.60
October 1-December 31, 2012	Medicine Hat, AB	MHC Audit Committee Meeting	\$ -	\$ 193.60	\$ -	\$ -	\$ -	\$ -	\$ 193.60
October 23, 2012	Medicine Hat, AB	MHC Board of Governors Meeting	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
October 30, 2012	Medicine Hat, AB	Board of Governors/Audit Committee	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
November 4, 2012	Medicine Hat, AB	Post Secondary Collaboration	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
November 20, 2012	Medicine Hat, AB	MHC Foundation Meeting	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
November 30, 2012	Medicine Hat, AB	Board of Governors Meeting	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
December 13/18, 2012	Medicine Hat, AB	Board of Governors Meeting	\$ -	\$ 193.60	\$ -	\$ -	\$ -	\$ -	\$ 193.60
			\$ -	\$ 1,046.80	\$ -	\$ -	\$ -	\$ -	\$ 1,046.80

* Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage
 This Expense Summary i edge for the period indicated above.

Signature _____



Expense Disclosure Sheet

Name Don Bruce Date October 3, 2012 Destination Calgary, AB
Position Board Chair Purpose Post Secondary Collaboration

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Oct. 3, 2012	MHC Travel Claim	Other Transportation	Mileage - Brooks to Calgary - Alberta Association of Colleges and Technical Institutes Meeting	152.95	7.65	160.60
Oct. 3, 2012	SAIT Parking	Other Transportation	Parking at SAIT Campus - Alberta Association of Colleges and Technical Institutes Meeting	14.29	0.71	15.00
						-
						-
						-
						-
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						-
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						-
						-
						-
Total Receipts						175.60

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**SAIT POLYTECHNIC
VISITORS PARKING**

P5
EXPIRES

03 OCT 12

**22:03 PAID Cnd
\$ 15.00C**

ENTRY TIME 03 OCT 12 12:02

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EXPIRES

03 OCT 12
22:03

PAID Cnd
\$ 15.00C

RECEIPT

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Expense Disclosure Sheet

Name Don Bruce **Date** October 1-December 31, 2012 **Destination** Medicine Hat, AB
Position Board Chair **Purpose** MHC Audit Committee Meeting

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Oct. 18, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - Audit Exit Conference	92.19	4.61	96.80
Dec. 12, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MHC - Audit Committee Meeting	92.19	4.61	96.80
						-
						-
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						-
						-
						-
						-
Total Receipts						193.60



Expense Disclosure Sheet

Name Don Bruce **Date** October 23, 2012
Position Board Chair **Purpose** MHC Board of Governors Meeting **Destination** Medicine Hat, AB

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Oct. 23, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - Board Meeting	92.19	4.61	96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						96.80



Expense Disclosure Sheet

Name Don Bruce **Date** October 30, 2012 **Destination** Medicine Hat, AB
Position Board Chair **Purpose** Board of Governors/Audit Committee

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Oct. 30, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - Meeting with International Education Auditors	92.19	4.61	96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						96.80



Expense Disclosure Sheet

Name Don Bruce Date November 4, 2012 Destination Medicine Hat, AB
Position Board Chair Purpose Post Secondary Collaboration

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Nov. 4, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - Alberta Association of Colleges and Technical Institutes AGM Teleconference	92.19	4.61	96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						96.80

MEDICINE HAT COLLEGE TRAVEL CLAIM



CLAIMANT

Name: Don Bruce
Address:

MEETING/CONFERENCE

Name: AACTI Joint Council/AGM Teleconference
Location: MHC

DAYS INVOLVED [3.17]

Departure date: Nov 4 2012 8:00AM
Return date: Nov 7 2012 12:00PM

EXPENSES

	Days	Rate	Total
Meals			
Breakfast	0 @	\$10.00	= \$0.00
Lunch	0 @	\$12.00	= \$0.00
Dinner	0 @	\$22.00	= \$0.00
Full Per diem	0 @	\$44.00	= \$0.00
Overnight incidental	0 @	\$10.00	= \$0.00
Hospitality Allowance	0 @	\$20.00	= \$0.00
Conference Cost			\$0.00
Hotel (attach invoice)			\$0.00
Miscellaneous			\$0.00
			\$0.00
			\$0.00

FOR OFFICE USE ONLY

Amount	GST

TRANSPORTATION

Own Car	220 KM @ 0.44/KM	\$96.80
College Car	(Attach gas receipts)	\$0.00
Rental Car	(Attach invoice & gas receipts)	\$0.00
Air Fare	(Attach Air Line Tickets or Invoice)	\$0.00
Taxi, buses, parking, road tolls	(Less than \$6)	\$0.00

INVOICE TOTAL

CND \$96.80
USD \$0.00 *\$1.00/CND
TOTAL EXPENSE \$96.80
Less - Advance (if applicable) -\$0.00
NET CLAIM DUE (Repayable) 96.80

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL

03 - 1229

GL CODE	AMOUNT	GST	TOTAL

Written Signatures

Request By

Department Signature
(If Necessary Signature)

Electronic Signature

Active Directory

Department Code

Finance:

1-11000-9240

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Expense Disclosure Sheet

Name Don Bruce **Date** November 20, 2012 **Destination** Medicine Hat, AB
Position Board Chair **Purpose** MHC Foundation Meeting

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Nov. 20, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - MHC Foundation AGM	92.19	4.61	96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						96.80



Expense Disclosure Sheet

Name Don Bruce Date November 30, 2012 Destination Medicine Hat, AB
Position Board Chair Purpose Board of Governors Meeting

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Subtotal	GST	Total
Nov. 30, 2012	MHC Travel Claim	Other Transportation	Mileage Brooks to MH - President's Evaluation Meeting	92.19	4.61	96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						96.80

