MEDICINE HAT COLLEGE

Expense Disclosure Summary

Name Len Vandervaart **Position** VP Academic
Period Covered April 1 - June 30, 2014

Please attach supporting documentation ie: Expense Disclosure Sheet and applicable receipts

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
March 25, 2014	Brooks AB	Community Engagement	$ -	$ 96.80	$ -	$ -	$ -	$ -	$ 96.80
March 27, 2014	Calgary, AB	Post Secondary Collaborations	$ -	$ 20.00	$ -	$ -	$ -	$ -	$ 20.00
March 31, 2014	Medicine Hat, AB	Post Secondary Collaborations	$ -	$ -	$ -	$ -	$ 31.86	$ -	$ 31.86
April 9 - 11, 2014	Calgary, AB	Post Secondary Collaborations	$ -	$ 264.00	$ 305.64	$ -	$ -	$ -	$ 569.64
April 21, 2014	Lethbridge, AB	Post Secondary Collaborations	$ -	$ 154.00	$ -	$ -	$ -	$ -	$ 154.00
April 28 - 29, 2014	Calgary, AB	Enactus Canada National Exposition	$ -	$ -	$ 212.19	$ -	$ 176.26	$ -	$ 388.45
May 14, 2014	Lethbridge, AB	Post Secondary Collaborations	$ -	$ 154.00	$ -	$ -	$ -	$ -	$ 154.00
June 16, 2014	Medicine Hat, AB	Working Session	$ -	$ -	$ -	$ 86.94	$ -	$ -	$ 86.94
June 20, 2014	Edmonton, AB	Post Secondary Collaboration	$ -	$ 506.00	$ 225.92	$ -	$ -	$ -	$ 731.92
June 20, 2014	Edmonton, AB	Working Session	$ -	$ -	$ -	$ -	$ 79.43	$ -	$ 79.43
			$ -	$ 1,194.80	$ 743.75	$ 86.94	$ 287.55	$ -	$ 2,313.04

* Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage

This Expense Summary is true and complete to the best of my knowledge for the period indicated above.

Signature _____

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** March 25, 2014

Position VP Academic **Purpose** Community Engagement **Desination** Brooks AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
3/25/2014	Medicine Hat College Travel Claim	Other Transportation	Mileage to Brooks - Community Adult Learning Council Meeting			96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	96.80

MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Name: Len Vandenkaart

Address: VPA

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

Meeting/Conference:

Name: Brooks CALC Mtg

(if you use an acronym please also indicate long form)

Location: Brooks AB

DAYS INVOLVED:

Departure date: (month/day/year) 03/25/14 Time: 8:00 (AM) / PM

Return date: (month/day/year) 03/25/14 Time: 3:00 AM / (PM) (circle one)

Total Number of Days: 1

EXPENSES:	Days	Rate	Total	FOR OFFICE USE ONLY Amount	GST
Meals					
Breakfast		@ 10.00 =			
Lunch		@ 12.00 =			
Dinner		@ 22.00 =			
Full Per diem		@ 44.00 =			
Overnight incidental (requires 24 hour stay)		@ 10.00 =			
Hotel (Attach invoice)					
Hospitality Allowance (In-lieu of hotel)		@ 20.00 =			
Miscellaneous (Specify)					

TRANSPORTATION:					
Own Car	220 (kilometres)	@ 0.44 =	96.80		
College Car (Attach gas receipts)					
Rental Car (Attach invoice & gas receipts)					
Air Fare (Attach Air Line Ticket or invoice)					
Taxi, buses, parking, road tolls: (specify) (Less than $10 receipt is not required)					

TOTAL EXPENSE 96.80

Less - Advance (if applicable)

NET CLAIM DUE (Repayable) 96.80

INVOICE TOTAL

Date: 05/15/14

REQUEST BY: x (Signature)

DEPT. CODE

DEPT. APPROVAL: x Denise Henning (Signature)

x (Signature - if Necessary)

FINANCE: x

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL # 02- 29412

GL CODE	AMOUNT	GST	TOTAL

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** March 27, 2014

Position VP Academic **Purpose** Post Secondary Collaborations **Destination** Calgary, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
3/27/2014	Esso	Other Transportation	Fuel - College fleet vehicle, trip to Mount Royal University			20.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	20.00

PO Box 750, Hwy 1 East
Bassano AB T0J0B0

ESSO EXPRESS PAY

EMME'S ESSO
00304131
TRANS CANADA HIGHWAY
BASSANO, AB T0J 0B0
URN:R861912798
03/27/2014 383060121
03:48:57 PM

PUMP# 1	
EREG	15.638L
PRICE/L	1.279
FUEL TOTAL	$ 20.00
GST in fuel	$ 0.95
CREDIT	$ 20.00

TYPE: PURCHASE
ACCOUNT: VISA $20.00
AUTH: 018844-F INVOICE: TNX41172
CARD NUMBER: C **** **** **** 8983
VERIFIED BY PIN
A- VISA CREDIT
B- A0000000031010
01 Approved - Thank You 027
LOYALTY: NO
IMPORTANT - retain this copy for your records

THANK YOU
PLEASE COME AGAIN

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** March 31, 2014

Position VP Academic **Purpose** Post Secondary Collaborations **Destination** Medicine Hat, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
3/31/2014	Crave Pub	Hospitality	Meal with Vice President Academic, Lethbridge College			31.86
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	31.86

CRAVE PUB
299 COLLEGE DRIVE SE
MEDICINE HAT AB T1A3Y6
4035283925

MERCHANT ID: 87153060017 TERM ID: 002
SERVER: 1

SALE

XXXXXXXXXXXXX8983
VISA ENTRY METHOD: CHIP
03/31/14 12:26:55
INV #: 000008 APPR CODE: 096972
BATCH #: 000396
REF #: 008

AMOUNT $27.23
TIP $4.63
==========
TOTAL **$31.86**

PIN VERIFIED BY CARD ISSUER
CARDHOLDER AGREES TO PAY ABOVE
TOTAL AMOUNT IN ACCORDANCE WITH
CARD ISSUER'S AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)
RETAIN THIS COPY FOR STATEMENT
VERIFICATION

CARDHOLDER COPY

APPROVED

APPLICATION LABEL: VISA CREDIT
AID: A0000000031010
TVR: 00 00 00 80 00
TSI: F8 00

CRAVE
MEDICINE HAT, AB
(403) 504-3540
GST# 107687782

S E R V I C E

Server: MARISSA 2
Guest:

Table #23

1: COFFEE	2.25
1: CLUBHOUSE	8.95
2: POP	2.48
2: CHIC GREEK SALAD	12.25

Total	27.23
Net Sales	25.93
Total Tax	1.30

11:24 AM 3/31/2014

CRAVE WHAT YOU WANT

THANK YOU!
PLEASE PAY SERVER

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** April 9 - 11, 2014

Position VP Academic **Purpose** Post Secondary Collaborations **Desination** Calgary, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
4/10/2014	Hotel Alma	Accommodation	Hotel - Senior Academic Officers Meeting			305.64
4/11/2014	Medicine Hat College Travel Claim	Other Transportation	Mileage to Calgary - Senior Academic Officers Meeting			264.00
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	569.64

HOTEL ALMA

169 UNIVERSITY GATE NW
CALGARY, ALBERTA, CANADA T2N 1N4
1.877.498.3203 T 403.220.3203 F 403.284.4184
W HOTELALMA.CA

VANDERVAART, LEN

813 B 3 ST SE
MEDICINE HAT, AB T1A0J4 CA

Room Number: 617
Daily Rate: 129.00
Room Type: SQN
No. of Guests: 1 / 0

ARRIVAL	DEPARTURE	CREDIT CARD	RATE PLAN	CATEGORY	ACCOUNT
09-Apr-14	11-Apr-14	XXXXXXXXXXXX8983	CAUBO	NEG	20090157585

DATE	ROOM NO.	DESCRIPTION	REFERENCE	AMOUNT
09-Apr-14	617	PARKING	PARKING CHARGE	$8.00
09-Apr-14	617	ROOM CHARGE	#617 VANDERVAART, LEN	$129.00
09-Apr-14	617	ROOM FEE	ROOM FEE	$3.87
09-Apr-14	617	GST	GST	$6.64
09-Apr-14	617	ALBERTA TOURISM LEVY	ALBERTA TOURISM LEVY	$5.31
10-Apr-14	617	PARKING	PARKING CHARGE	$8.00
10-Apr-14	617	ROOM CHARGE	#617 VANDERVAART, LEN	$129.00
10-Apr-14	617	ROOM FEE	ROOM FEE	$3.87
10-Apr-14	617	GST	GST	$6.64
10-Apr-14	617	ALBERTA TOURISM LEVY	ALBERTA TOURISM LEVY	$5.31
11-Apr-14	617	VISA	VISA	($305.64)

TOTAL DUE: $0.00

SIGNATURE

TERMS: DUE AND PAYABLE UPON PRESENTATION. I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THE INDICATED PERSON OR THIRD PARTY FAILS TO PAY FOR ANY PART OF, OR THE FULL AMOUNT OF, CHARGES.

The Destination Marketing Fee is subject to 5% GST and 4% ATL
GST R#108102864

MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Name: Len Vandervaart

Address:

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

Meeting/Conference:

Name: Senior Academic Officers & Provosts Meeting
(If you use an acronym please also indicate long form)

Location: Calgary AB - University of Calgary & SAIT

DAYS INVOLVED:

Departure date: (month/day/year) 04/09/2014 Time: 8:30 AM / PM

Return date: (month/day/year) 04/11/2014 Time: 4:30 AM / PM (circle one)

Total Number of Days: 3

EXPENSES:		Days		Rate		Total	FOR OFFICE USE ONLY Amount	GST
Meals								
Breakfast			@	10.00	=			
Lunch			@	12.00	=			
Dinner			@	22.00	=			
Full Per diem			@	44.00	=			
Overnight incidental	(requires 24 hour stay)		@	10.00	=			
Hotel	(Attach invoice)							
Hospitality Allowance	(In-lieu of hotel)		@	20.00	=			
Miscellaneous	(Specify)							

TRANSPORTATION:								
Own Car		600 (kilometres)	@	0.44	=	264.00		
College Car	(Attach gas receipts)							
Rental Car	(Attach invoice & gas receipts)							
Air Fare	(Attach Air Line Ticket or invoice)							
Taxi, buses, parking, road tolls: (specify)	(Less than $10 receipt is not required)							

TOTAL EXPENSE 264.00

Less - Advance (if applicable)

NET CLAIM DUE (Repayable) 264.00

INVOICE TOTAL

Date: 05/15/14

REQUEST BY: x (Signature)

DEPT. CODE

DEPT. APPROVAL: x Denise Henning (Signature)

x (Signature - if Necessary)

FINANCE: x

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL # 02- 29488

GL CODE	AMOUNT	GST	TOTAL

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** April 21, 2014

Position VP Academic **Purpose** Post Secondary Collaborations **Desination** Lethbridge, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
4/21/2014	Medicine Hat College Travel Claim	Other Transportation	Mileage to Lethbridge - Discussions with Lethbridge College Vice President Academic			154.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	154.00

MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Name: Len Vandervaart

Address:

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

Meeting/Conference:

Name: Lethbridge College mtg with VPA (If you use an acronym please also indicate long form)

Location: Lethbridge AB

DAYS INVOLVED:

Departure date: (month/day/year) 04/21/14 Time: 8:00 (AM) / PM

Return date: (month/day/year) 04/21/14 Time: 5:00 AM / (PM) (circle one)

Total Number of Days: 1

EXPENSES:	Days		Rate		Total	FOR OFFICE USE ONLY Amount	GST
Meals							
Breakfast		@	10.00	=			
Lunch		@	12.00	=			
Dinner		@	22.00	=			
Full Per diem		@	44.00	=			
Overnight incidental (requires 24 hour stay)		@	10.00	=			
Hotel (Attach invoice)							
Hospitality Allowance (In-lieu of hotel)		@	20.00	=			
Miscellaneous (Specify)							
TRANSPORTATION:							
Own Car	350 (kilometres)	@	0.44	=	154.00		
College Car (Attach gas receipts)							
Rental Car (Attach invoice & gas receipts)							
Air Fare (Attach Air Line Ticket or Invoice)							
Taxi, buses, parking, road tolls: (specify) (Less than $10 receipt is not required)							
TOTAL EXPENSE					154.00		
Less - Advance (if applicable)							
NET CLAIM DUE (Repayable)					154.00		

INVOICE TOTAL

Date: 05/15/14

REQUEST BY: x (Signature)

DEPT. CODE:

DEPT. APPROVAL: x Denise Hunning (Signature)

x (Signature - if Necessary)

FINANCE: x

FOR OFFICE USE ONLY	VENDOR NUMBER		CONTROL # 02- 29411
GL CODE	AMOUNT	GST	TOTAL

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** April 28 - 29, 2014

Position VP Academic **Purpose** Enactus Canada National Exposition **Desination** Calgary, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
4/29/2014	Milestones	Hospitality	Lunch with MHC participants and studenst (split cost with VP Student and College Services)			176.26
4/29/2014	Delta	Accommodation	Hotel Room			212.19
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	388.45

Milestones
107-8th Ave S.E.
Calgary, AB. T2G 0K4
---------- TRANSACTION RECORD ----------

Trans# 5621	
Card #:	##########5250
Card Entry:CHIP	Account:VISA
Trans:PURCHASE	Amount:$301.29
Tip:$51.22	Total:$352.51
Auth #:020593	Sequence #:000018
Term ID:	014
Server:Alyssa	Table:10
Date:14/04/29	Time:14:13:47

APPROVED

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH ISSUERS AGREEMENT WITH CARDHOLDER

Application Label: VISA CREDIT
TVR: 0000008000
AID: A0000000031010 TSI: F800
TC: 3FEE8AC1A83FC54A

CUSTOMER COPY

milestones
GRILL + BAR

Thank you!

107 8th Av SE
Calgary, AB T2G 0K4
403.410.9[illegible]
REG: 1[illegible]080 3717 R[illegible]0001

Alyssa M

10/1 Chk 5621 Gst 15
Apr29'14 01:09PM
*** Memo Check ***

Bar
Seat:1

1 Pepsi	5.98
1 Icetea	5.98
1 Soda	5.98
1 Asian Salad	38.00
2 Asian Salad	
2 With Steak	
1 Sirloin: Peprcrn	24.00
Garlic Mashed	
1 Beef Burg-D	13.50
Fries	
1 Sirloin: Grilled	22.00
Garlic Mashed	
1 Salm&Salsa	24.00
2 Seafd Fett-D*	36.00
1 South Ckn Sand	13.50
Fries	
1 Salad:Seafood	20.00
2 1pc Fish&Frites	31.00
2 GF: 4Chz Burg	30.00
2 GF: Salad	
1 Curry Chickn	17.00
1 Refill Ice Tea	0.00
1 Refill Pepsi	0.00
Subtotal	286.94
GST	14.35
Total Due	301.29

*Cash Payment 301.30

Tell Us How We Did to Receive
* A COMPLIMENTARY APPETIZER *
with the purchase of an entree.
Complete our Guest survey at:
www.milestonesfeedback.com
or call 1-866-239-3895.
Access Code: 522413
Expiry in 21 days; 1 per table; max value $11.99; not valid with other offers; at participating locations only; must show survey validation code and this receipt

DELTA
BOW VALLEY

209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6
Tel: 403-266-1980 Fax: 403-266-0007

Enactus Canada
Dr Len Vandervaart
299 College Drive SE
Medicine Hat AB T1A 3Y6
Canada

Room:	1201
Folio:	333001
Cashier:	65
Arrival:	04-28-14
Departure:	04-29-14

Group: Enactus National Exposition 2014

Date	Description	Additional Information		Charges	Credits
04-28-14	Room Charge			189.00	
04-28-14	Room GST			9.73	
04-28-14	Tourism Levy			7.79	
04-28-14	DMF - Destination Marketing Fee			5.67	
04-29-14	Visa	XXXXXXXXXXXX8983	XX/XX		212.19

GST Summary	
Registration No: 826085417	
Room	9.73
F&B	0.00
Other	0.00
Total	**9.73**

Total	212.19	212.19
Balance Due	0.00 CDN	

Guest Signature:_____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** May 14, 2014

Position VP Academic **Purpose** Post Secondary Collaborations **Desination** Lethbridge, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
5/14/2014	Medicine Hat College Travel Claim	Other Transportation	Mileage to Lethbridge - Participation in Lethbridge College's Strategic Plan			154.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	154.00

MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Name: Wen Vandenwaant

Address: VPA

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

Meeting/Conference:

Name: Lethbridge College Strat Plan Session

(If you use an acronym please also indicate long form)

Location: Lethbridge AB

DAYS INVOLVED:

Departure date: (month/day/year) 05/14/14 Time: 10:00 (AM) PM

Return date: (month/day/year) 05/14/14 Time: 7:00 AM (PM) (circle one)

Total Number of Days: 1

EXPENSES:		Days		Rate		Total	FOR OFFICE USE ONLY Amount	GST
Meals								
Breakfast			@	10.00	=			
Lunch			@	12.00	=			
Dinner			@	22.00	=			
Full Per diem			@	44.00	=			
Overnight incidental	(requires 24 hour stay)		@	10.00	=			
Hotel	(Attach invoice)							
Hospitality Allowance	(in-lieu of hotel)		@	20.00	=			
Miscellaneous	(Specify)							
TRANSPORTATION:								
Own Car		350 (kilometres)	@	0.44	=	154.00		
College Car	(Attach gas receipts)							
Rental Car	(Attach invoice & gas receipts)							
Air Fare	(Attach Air Line Ticket or Invoice)							
Taxi, buses, parking, road tolls: (specify)	(Less than $10 receipt is not required)							
TOTAL EXPENSE						154.00		
Less - Advance								
NET CLAIM DUE (Repayable)	(if applicable)					154.00		

INVOICE TOTAL

Date: 04/15/14

REQUEST BY: x (Signature)

DEPT. CODE:

DEPT. APPROVAL: Dennis Henning (Signature)

x (Signature - if Necessary)

FINANCE: x

FOR OFFICE USE ONLY	VENDOR NUMBER		CONTROL # 02- 29413
GL CODE	AMOUNT	GST	TOTAL

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** June 16, 2014

Position VP Academic **Purpose** Working Session **Desination** Medicine Hat, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
6/16/2014	Local Public Eatery	Meals	Lunch - Deans Retreat			86.94
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	86.94

LOCAL

LOCAL PUBLIC EATERY
579 3RD STREET SE
MEDICINE HAT, AB
403.487.5600

5523 ALLISON

Tbl 31/1 Chk 1142 Gst 5
Jun16'14 12:00PM
*** Reprint ***

2	HUEVOS RANCHEROS	24.00
1	BAJA TACO 3 chicken	15.00
1	BAJA TACO 3 chicken	15.00
1	SD RFRD BLACK BE	3.00
1	NACHOS ADD 4OZ SALSA ADD 4OZ SOUR CRM ADD GUACAMOLE 100 %	27.00
	ECLH FD CUS	15.00-
	SUBTTL	69.00
	TAX GST 5%	3.45
01:08PM	TOTAL	72.45

Common food done uncommonly well

Tell Us What You Really Think...
feedback@localpubliceatery.com

LOCAL PUBLIC EATERY
579 3rd St SE
Medicine Hat, AB
T1A 0H2
403-487-5600

** TRANSACTION RECORD **

Tran. #: 19578
RVC: DINING
Table #: 31
Check #: 1142
Group #: 1
Employee #: 5523
Employee Name: ALLISON

VISA CREDIT
Pre-Auth Purchase
xxxxxxxxxxxx8983 C
AID: A0000000031010

Amount $72.45
Tip $14.49
==========
TOTAL CAD$86.94

APPROVED 028536
00-001 028536
LP01WS03/LP01WC03
148001001007
2014/06/16 13:14:29

TVR: 0000008000
TSI: F800

Customer Copy

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** June 20, 2014

Position VP Academic **Purpose** Post Secondary Collaboration **Destination** Edmonton, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
6/20/2014	Chateau Louis	Accommodation	Accommodations (Senior Academic Officers Meeting)			225.92
6/20/2014	Medicine Hat College Travel Claim	Other Transportation	Mileage Allowance (Senior Academic Officers Meeting)			506.00
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	731.92

MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Name: Len Vandervaart

Address: VPA

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

Meeting/Conference:

Name: ① SAO meeting ② "Bridging the Pacific" Speakers Event

(If you use an acronym please also indicate long form)

Location: ① NAIT ② Fairmont Hotel & Convention Ctre } Edmonton

DAYS INVOLVED:

Departure date: (month/day/year) Thurs June 19/14 Time: 5 AM / PM

Return date: (month/day/year) Sat, June 21/14 Time: 3 AM / PM (circle one)

Total Number of Days: _____

EXPENSES:		Days		Rate		Total	FOR OFFICE USE ONLY Amount	GST
Meals								
Breakfast			@	10.00	=			
Lunch			@	12.00	=			
Dinner			@	22.00	=			
Full Per diem			@	44.00	=			
Overnight incidental	(requires 24 hour stay)		@	10.00	=			
Hotel	(Attach invoice)							
Hospitality Allowance	(In-lieu of hotel)		@	20.00	=			
Miscellaneous	(Specify)							

TRANSPORTATION:								
Own Car		1150 (kilometres)	@	0.44	=	506.00		
College Car	(Attach gas receipts)							
Rental Car	(Attach invoice & gas receipts)							
Air Fare	(Attach Air Line Ticket or invoice)							
Taxi, buses, parking, road tolls: (specify)	(Less than $10 receipt is not required)							

TOTAL EXPENSE

Less - Advance (If applicable)

NET CLAIM DUE (Repayable) 506.00

INVOICE TOTAL

Date: June 25/14

REQUEST BY: x (Signature)

DEPT. CODE

DEPT. APPROVAL: x (Signature)

x (Signature - If Necessary)

FINANCE: x

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL # 02- 29414

GL CODE	AMOUNT	GST	TOTAL

Chateau Louis

HOTEL & CONFERENCE CENTRE

Mr Len Vandervaart
813B ST SE
Medicine Hat AB T1A 0J4

Room No.	:	344
Arrival	:	06.19.14
Departure	:	06.21.14
Folio No.	:	116149
Company	:	
Cashier	:	118
Booking No	:	

GUEST FOLIO

Date	Description			Charges	Credits
06.19.14	Room Charge			104.00	
06.19.14	Tourism Levy			3.76	
06.19.14	Room GST			5.20	
06.20.14	Room Charge			104.00	
06.20.14	Tourism Levy			3.76	
06.20.14	Room GST			5.20	
06.21.14	Visa	XXXXXXXXXXXXX8983	XX/XX		225.92

Transaction Recap

Description	Recap Total
Room GST	10.40
Tourism Levy	7.52

Total Charges	**225.92**	
Total Credits		**225.92**
Balance		**0.00**
		CAD

Guest Signature

11727 Kingsway NW, Edmonton, Alberta T5G 3A1
Phone: 780.452.7770 Fax: 780.454.3436 Toll Free Reservations: 1.800.661.9843
chateaulouis.com info@chateaulouis.com GST 103021499

MEDICINE HAT COLLEGE

Expense Disclosure Sheet

Name Len Vandervaart **Date** June 20, 2014

Position VP Academic **Purpose** Working Session **Destination** Edmonton, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
6/20/2014	Eventbrite	Hospitality	Bridging the Pacific - Alberta Success Stories in China (Presentations by The Honourable Teresa Woo-Paw and Mr. Hubert Lau)			79.43
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	79.43

Please print and bring this ticket with you.

3081981653895991090 01

Event

Bridging The Pacific - Canadian Success Stories in China (Dinner Event)

AMCC

Date+Time

Friday, 20 June 2014 from 5:30 PM to 9:30 PM (MDT)

Location

Edmonton Hotel and Convention Centre
4520 76 Ave NW
Edmonton, AB T6B 0A5
Canada

Name

Len Vandervaart

Payment Status

Eventbrite Completed

Order Info

Order #308198165. Ordered by Len Vandervaart on 17 June 2014 12:47 PM

Type

Early Bird $79.43

Please print and bring your tickets to the event entrance.

308198165389599109001

Eventbrite

Do you organize events?

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www.eventbrite.ca

You're going to Bridging The Pacific - Canadian Success Stories in China (Dinner Event)

Add to calendar

Your order has been saved to My Tickets

Order #305196105 1 ticket for $79.43

Your ticket has been sent to **vandervaart@mhc.ab.ca**

Go to My Tickets

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Try It Now

Hi Len ,

See you at the event!

Thanks,

AMCC

Questions about this event?

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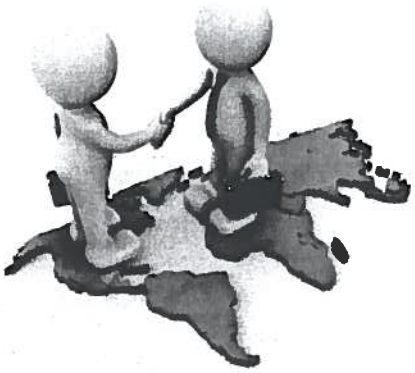
Already registered? Get your tickets

Questions? Contact the organizer

Bridging The Pacific

Alberta Success Stories in China



Hosted By:

The Honourable Teresa Woo-Paw
Associate Minister of International and
Intergovernmental Affairs

And

Mr. Hubert Lau
President and CEO of Ekota Central and
Senior Advisor of International Relations of AMCC

Friday June 20, 2014
Edmonton Hotel and Convention Center