



Expense Disclosure Summary

Name Darren Hirsch **Position** Chair, MHC Board of Governors
Period Covered 1 January - 31 March 2015

Please attach supporting documentation i.e.: Expense Disclosure Sheet and applicable receipts

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
March 6, 2015	Calgary, AB	Campus Alberta Strategic Directions Committee (CASDC)	\$ -	\$ 280.28	\$ 264.04	\$ 44.00	\$ -	\$ 10.00	\$ 598.32
			\$ -	\$ 280.28	\$ 264.04	\$ 44.00	\$ -	\$ 10.00	\$ 598.32

* 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



Expense Disclosure Sheet

Name Darren Hirsch **Date** March 6, 2015

Position Chair, MHC Board of Governors **Purpose** Campus Alberta Strategic Directions Committee (CASDC) **Destination** Calgary, AB

Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
3/6/2015	Travel Claim	Other Transportation	Return mileage Medicine Hat to Edmonton, AB.			280.28
3/6/2015	Travel Claim	Meals	Meal allowance			44.00
3/6/2015	Travel Claim	Incidentals	Overnight incidental			10.00
3/6/2015	Delta Bow Valley	Accommodation	Hotel			264.04
						-
						-
						-
						-
						-
						-
						-
						-
				Total Receipts		598.32

MEDICINE HAT COLLEGE TRAVEL CLAIM



CLAIMANT

Name: Darren Hirsch
Address:

MEETING/CONFERENCE

Name: Council of Presidents and Board Chairs
Location: Calgary

DAYS INVOLVED [1.04]

Departure date Mar 5 2015 4:00PM
Return date Mar 6 2015 5:00PM

EXPENSES

Meals	Days Rate Total
Breakfast	1 @ \$10.00 = \$10.00
Lunch	1 @ \$12.00 = \$12.00
Dinner	1 @ \$22.00 = \$22.00
Full Per diem	0 @ \$44.00 = \$0.00
Overnight incidental	1 @ \$10.00 = \$10.00
Hospitality Allowance	0 @ \$20.00 = \$0.00
Conference Cost	\$0.00
Hotel (attach invoice)	\$0.00
Miscellaneous	\$0.00
	\$0.00
	\$0.00

2.00

FOR OFFICE USE ONLY

Amount GST

TRANSPORTATION

Own Car	637 KM @ 0.44/KM	\$280.28
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 \$10 receipt is not required)	\$0.00

CND \$334.28

USD \$0.00 *\$1.00/CND

TOTAL EXPENSE \$334.28

Less - Advance (if applicable) -\$0.00

NET CLAIM DUE (Repayable) 334.28 ✓

INVOICE TOTAL

FOR OFFICE USE ONLY

GL CODE

AMOUNT

VENDOR NUMBER

GST

CONTROL

03 - 7491

TOTAL

Written Signatures

Request By

Handwritten Signature

Department Code

GL11000-9240

Department Signatures
(If Necessary Signature)

Handwritten Signature

Finance:

Handwritten Signature

Electronic Signatures

Active Directory

MWatson@mhc.ab.ca



DELTA

BOW VALLEY

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

Mr Darren Hirsch
 Canada

Room: 1817
 Folio:
 Cashier: 186
 Arrival: 03-05-15
 Departure: 03-06-15

Date	Description	Additional Information	Charges	Credits
03-05-15	Room Charge		209.00	
03-05-15	Room GST		10.76	
03-05-15	Tourism Levy		8.61	
03-05-15	DMF - Destination Marketing Fee		6.27	
03-05-15	Parking - Daily		28.00	
03-05-15	Parking - GST		1.40	
03-06-15	Visa	XXXXXXXXXXXX9335	XX/XX	264.04

GST Summary	
Registration No:	826085417
Room	10.76
F&B	0.00
Other	1.40
Total	12.16

Total	264.04	264.04
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.