

Expense Disclosure Summary

NameDeniPeriod CoveredJuly

Denise Henning July 1-Sept 30, 2017 President & CEO

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

Position

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Air	fare	Other sportation*	Acco	ommodation	N	/leals	Но	ospitality	Inci	dentals	Total
		Hosting Otago												
		Polytechnic												
August 2-3, 2017	Medicine Hat	Representatives	\$	-	\$ -	\$	-	\$	-	\$	242.01	\$	-	\$ 242.01
August 15, 2017	Brooks, AB	Travel to Brooks Campus	\$	-	\$ 96.80	\$	-	\$	-	\$	-	\$	-	\$ 96.80
September 14, 2017	Brooks, AB	Travel to Brooks Campus	\$	-	\$95.92	\$	-	\$	-	\$	-	\$	-	\$95.92
			\$	-	\$ 192.72	\$	-	\$	-	\$	242.01	\$	-	\$ 434.73

* 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 //Original Signed//



Expense Disclosure Sheet

<u>Name</u>	Denise Henning	<u>Date</u>	August 2-3, 2017		
Position	President & CEO	Purpose	Hosting Otago Polytechnic Representatives	Destination	Medicine Hat

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
August 2, 2017	Medicine Hat College Cafeteria	Hospitality	Welcome BBQ for Otago reps	85.79		85.79
August 3, 2017	The Keg	Hospitality	Dinner with Otago reps	156.22		156.22
						_
						-
						-
						-
	•	-	•		Total Receipts	242.01

	DATE: Hay &/17 TOTAL AMOUNT: &5-79.	G. L. CODE	DEPT. APPI	FINANCE:		INVOICE TOTAL CODE/REFERENCE				
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	PAY IU VENUUH		REASON BOX OF BAY & Q. AUG		FINANCE	INVOICE NO.				

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MEDIGINE HAT COLLEGE CAFFTERIA GST# 119036796

RECEIPT

GRAB N GO	81.70
Total GST Txb1 Total GST Debit 6:41 AM 7/31/2017 AM 1	85.79 81.70 4.09 85.79

844

THANK YOU!

DATE: Hug 5/14 TOTAL 156.22 AMOUNT: 156.22	G. L. CODE: REQUESTED I	DEPT. APPRO	FINANCE:		INVOICE TOTAL CODE/REFERENCE			
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4		**************************************	DATE TIME	8/03/17 8:45PH	
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	-	BAR : Anes	isa f	• •	
:	SEAT#	ITEMS ORDERED		ANGUNT	
KEG - 221 MEDICINE HAT	1	TABLE BREAD 4PCS BAKED BRIE 7 OZ FILET With asparagus		0.00 12.00 35.00 0.00 0.00	
2550 NW Box Springs Blvd Medicine Hat AB TIC 0CB 403-548-2737		WATER			
** TRANSACTION RECORD **		SUBTI	otal GST	47.00 2.35	
Tran. #: 468 Check #: 35314 Employee #: 4		· · · · · · · · · · · · · · · · · · ·		49.35	1 lot
Employee Name: Anessa F VISA CREDIT Purchase XXXXXXXXXX3518 C AID: A0000000031010	2	1/2 PDRK RIBS Potato WATER		22.00 0.00 0.00	intoged
Amount \$155.93 Tip \$23.39		SUBT	IOTAL GST	22.00 1.10	- Clarin I
TOTAL CAD\$179.32				23.10	
APPROVED 010369 D0-001 010369 Kr522112/KrC22112 262001001012 2017/08/03 20:47:46	3	1402 PRINE RIB Fries SIDE MUSHROOMS WATER		34.00 0.00 5.00 0.00	
TVR: 0080008000 TSI: F800			TOTAL	39.00	
Customer Copy		200	TOTAL GST	1.95	
THANK YOU Come Again				40,95	
	4	COFFEE 7 DZ BL CHS FIL Twice Baked WATER		3.50 37.00 0.00 0.00	
17932		SU	BTOTAL GST	40.50 2.03	
17 11				42.53	
- 23.10			TOTAL	155.93	•.
12	2 m 10 m	*****	******	**** ******	
156.10	***1			148.50	
Total ilaimed	ŧ.	SUBTOTAL GST		7.43	
Total ilaimed	T	OTAL DUE		155.93	

Thank you for visiting The Keg Steakhouse + Bar - Medicine Hat Bar - Restaurant #221

Please Review your experience at www.KegFeedback.com and receive a CHANCE to WIN a \$100 Gift Card!

See www.kegfeedback.com for complete contest rules

GST/HST R761451699

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Expense Disclosure Sheet

<u>Name</u>	Denise Henning	<u>Date</u>	August 15, 2017		
Position	President & CEO	Purpose	Travel to Brooks Campus	Destination	Brooks, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
August 15, 2017	Denise Henning	Other Transportation	Return trip to Brooks Campus	96.80		96.80
						-
						-
	•	•	•		Total Receipts	96.80

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT

Name: Denise Henning Address: DAYS INVOLVED [0.44] Departure date Aug 15 2017 7:30AM Return date Aug 15 2017 6:00PM

MEETING/CONFEREN	CE
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Name:Brooks Campus TripLocation:Brooks, AB



Return date Aug	15 2017 6:00PM			
EXPENSES			FOR OFFIC	CE USE ONLY
Meals	Days Rate	e Total	Amount	GST
Breakfast	0@\$10.00 =	= \$0.00	在非国际中国主义主义	Bar Ist reason
Lunch	0 @ \$12.00 =	= \$0.00		
Dinner	0 @ \$22.00 =	= \$0.00	Construction of the States	
Full Per diem	0 @ \$44.00 =	= \$0 .00		
Overnight incidental	0 @ \$10.00 =	= \$0.00		为14014433411月
Hospitality Allowance	0@\$20.00 =	= \$0.00	AN MARTINE	
Conference Cost		\$0.00		
Hotel (attach invoice)		\$0.00	Start Shirt Has a Spin at	
Miscellaneous	그 그 아님은 아님의 가슴을 했다.	\$0.00		
		\$0.00	Second Second Second	The Alexander of the
	그는 집에서는 가장 왜 웃었을까?	\$0.00	Real Free Countries	
TRANSPORTATION				
Own Car	220 KM @ 0.44/KM	A \$96.80		
College Car	(Attach gas receipts	s) \$0.00	and the second second	
Rental Car	(Attach invoice & gas receipts	s) \$0.00		
Air Fare	(Attach Air Line Tickets or Invoice	e) \$0.00		
Taxi, buses, parking, road	tolls (Less than \$10 receipt is not required	i) \$0.00	West March Hereit	
	CN	D \$96.80	INVOI	CE TOTAL
(<u>*</u>	US	D \$0.00 *\$1.00	/CND	
	TOTAL EXPENS			김 영상 영상 문화품
	Less - Advance (if applicabl			
	NET CLAIM DUE (Repayabl	e) 96.80		
FOR OFFICE USE ONI	Y VENI	OOR NUMBER		CONTROL
				03 - 15388
GL CODE	AMOUNT	1107001	GST	TOTAL
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		Circles State		
	201			
Written Signatures			0	
Request By	ſ	Department Code		
		-		
Department Signatures		inance:		

Electronic Signatures

Active Directory

(If Necessary Signature)

ANielsen@mhc.ab.ca

If you have any questions please contact the Finance Department at 403-529-3856.



Expense Disclosure Sheet

<u>Name</u>	Denise Henning	<u>Date</u>	September 14, 2017		
Position	President & CEO	<u>Purpose</u>	Brooks Campus visit	Destination	Brooks, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
September 14, 2017	Denise Henning	Other Transportation	Return trip to Brooks Campus	95.92		95.92
						-
					Total Receipts	95.92

MEDICINE HAT COLLEGE TRAVEL CLAIM

Name: Denise Henning Address: DAYS INVOLVED [0.21]

Sep 14 2017 6:30AM Departure date Sep 14 2017 11:30AM Return date

EXP

CLAIMANT

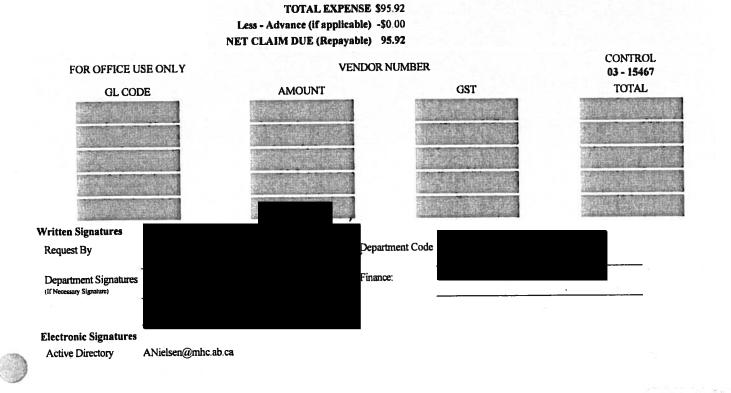
Return date Sep 14.	2017 11:30AM				
PENSES				FOR OFFICE U	
Meals		Days Rate	Total	Amount	GS
Breakfast		0 @ \$10.00 =	\$0.00		And the second
Lunch		0@\$12.00 =	\$0.00	and the second second second	A M
Dinner		0 @ \$22.00 =	\$0.00		a ann an an an
Full Per diem		0 @ \$44.00 =	\$0.00		d wanted
Overnight incidental		0@\$10.00 =	\$0.00		$ _{\mathcal{L}} = g_{\mathcal{L}} _{\mathcal{L}} _{\mathcal{L}}$
Hospitality Allowance		0 @ \$20.00 =	\$0.00		2010-10-10-0
Conference Cost	·		\$0.00	SC - and and a strain of a strain	
Hotel (attach invoice)			\$0.00	and the second second second	star tare t
Miscellaneous			\$0.00		
,			\$0.00		的人民的
			\$0.00		

TRANSPORTATION

Own Car	218 KM @ 0.44/KM	\$95.92	
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	\$95.92	

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INVOICE TOTAL



USD \$0.00 *\$1.00/CND

MEETING/CONFERENCE Name: **Brooks Campus Trip** Brooks, AB Location:



GST