

Expense Disclosure Summary

<u>Name</u>	Graham Kelly	<u>Position</u>	Board Chair
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Period Covered October 1 - December 31, 2019

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

Dates (Travel Dates if						Other									
applicable)	Destination/Location	Purpose	1	Airfare	Tra	nsportation*	Acc	commodation	1	Meals	Н	ospitality	In	cidentals	Total
October 31, 2019		Meeting with Minister Advanced Education	\$	259.60	\$	-	\$	157.71	\$	54.00	\$	-	\$	10.00	\$ 481.31
			\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$ -
			\$	259.60	\$	-	\$	157.71	\$	54.00	\$	-	\$	10.00	\$ 481.31

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

Signature	//original signed//
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^{*} Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage



Expense Disclosure Sheet

Name Graham Kelly <u>Date</u> October 31, 2019

<u>Position</u> Board Chair <u>Purpose</u> Meeting with Minister Advanced Education <u>Destination</u> Calgary

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

Date	Vendor	Expense Category (Select from drop down menu)	DescriptionNo	Subtotal	GST	Total
October 31, 2019	Recency Suites	Accommodation	Hotel	157.71		157.71
November 1, 2019	Travel Claim	Meals	Meals for October 31-November 1)	54.00		54.00
November 1, 2019	Travel Claim	Airfare	Mileage Medicine Hat to Calgary return	259.60		259.60
November 1, 2019	Travel Claim	Incidentals	Overnight Incidentals	10.00		10.00
						-
						-
						-
						-
					Total Receipts	481.31



Booked: Online - Tuesday, October 29, 2019 3:59:26 p.m. Mountain Standard Time

Your Receipt

Billing Name:

GRAHAM KELLY KELLY

Booking Details

Guest Name:

GRAHAM KELLY KELLY

Room Type:

Standard Suite, 1 King Bed

Check-in:

Thursday, October 31, 2019 Hotel Details:

Regency Suites Hotel

Check-out:

Friday, November 1, 2019

610 4th Avenue SW

Number of Nights:

Number of Rooms:

1

Calgary CA

C

+14032311000

Charges:

CAD \$

Thursday, October 31, 2019;

\$144.69 CAD

Discount applied:

\$0.00 CAD

Sub-total:

\$144.69 CAD

Taxes & fees:

\$13.02 CAD

Total:

\$157.71 CAD

Amount paid:

\$157.71 CAD

Amount still due:

\$0.00 CAD

Cancellation Policy

Free cancellation until 10/30/2019

• If you change or cancel your booking after 4:00 p.m., 10/30/2019 (America/Denver) you will be charged for 1 night (including tax)

We will not be able to refund any payment for no-shows or early check-out.

You were charged for this booking.

Any additional charges and fees incurred during your stay will be charged to your hotel's local currency and may be subject to a foreign exchange fee.

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT

MEETING/CONFERENCE

Name:

Location

Meeting with Minister Advanced Education & Board

MEDICINE HAT COLLEGE

Calgary, AB

Address:

DAYS INVOLVED [1.25]

Name: Graham Kelly

Departure date

Oct 31 2019 1:00PM

Return date

Nov 1 2019 7:00PM

1 @ \$10.00 = \$1 0 @ \$12.00 = \$ 2 @ \$22.00 = \$4 0 @ \$44.00 = \$ 1 @ \$10.00 = \$1 0 @ \$20.00 = \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Total \$10.00 \$0.00 \$44.00 \$0.00 \$10.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	FOR OI Amount	FFICE USE ONLY GST
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FOA	Postal with the California production		9
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- / - /			
368 KM @ 0.44/KM \$16			
(Attach gas receipts) \$	\$0.00	Record Control	(A) (A)
ach invoice & gas receipts) \$	\$0.00		等器系统数别
Air Line Tickets or Invoice) \$	\$0.00		25,386,532,255
\$10 receipt is not required) \$	\$0.00	A STORE MODEL	SE REPRESENTA
CND \$38 USD \$ TOTAL EXPENSE \$38	\$0.00 *\$1.00/CND	INV	OICE TOTAL
- Advance (if applicable) -\$ LAIM DUE (Repayable) 38	11010	l .	
VENDOR 1	NUMBER		CONTROL 03 - 17936
	GST		TOTAL
		VENDOR NUMBER	VENDOR NUMBER

Electronic Signatures

Active Directory

kathy@mhc.ab.ca