

Expense Disclosure Summary

<u>Name</u> Period Covered Kevin ShufflebothamPositionJanuary 1 - February 28, 2023

President & CEO

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

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Tra	Other ansportation*	Δ	ccommodation	Vieals	н	ospitality	Inc	identals	Total
	Destination	i uipose	Annanc				ccommodution	Teals		ospitality		acitals	Total
January 6, 2023	Medicine Hat, AB	Networking Lunch with Community Member	\$ -	\$	-	\$	-	\$ -	\$	75.17	\$	-	\$ 75.17
January 6, 2023	Oyen, AB	Rattlers' Women's Hockey Game	\$ -	\$	183.30	\$	_	\$ -	\$	-	\$	-	\$ 183.30
		Meeting with Minister Advanced Education,											
January 22-23, 2023	Edmonton, AB	Presidents & Board	\$ 705.86	\$	142.49	\$	181.87	\$ -	\$	-	\$	-	\$ 1,030.22
January 31-February 1,	Calgary, AB	CCC Retreat	\$ 379.31	\$	50.75	\$	223.42	\$ 41.50	\$	-	\$	-	\$ 694.98
February 9, 2023	Brooks, AB	JBS Presentation	\$ -	\$	103.40	\$	-	\$ -	\$	-	\$	-	\$ 103.40
January 10, 2023	Medicine Hat, AB	Reimbursement of Meals & Incidentals	\$ -	\$	-	\$	_	\$ -	\$	-	\$	-	\$ -
	0	0	\$ -	\$	-	\$	-	\$ -	\$	-	\$	-	\$ -
			\$ 1,085.17	\$	479.94	\$	405.29	\$ 41.50	\$	75.17	\$	-	\$ 2,087.07

* 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//



<u>Name</u>	Kevin Shufflebotham	<u>Date</u>	January 6, 2023		
Position	President & CEO	Purpose	Networking Lunch with Community Member	Destination	Medicine Hat, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
1/6/2023	Cypress Club	Hospitality	Lunch	71.59	3.58	75.17
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	75.17



Name	Kevin Shufflebotham	Date	January 6, 2023		
Position	President & CEO	Purpose	Rattlers' Women's Hockey Game	Destination	Oyen, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
1/6/2023	Travel Claim	Other Transportation	Mileage to Oyen return	183.30		183.30
						-
						-
						-
						-
						-
						-
						-
						-
						_
						-
μ					Total Receipts	183.30



<u>Name</u>	Kevin Shufflebotham	<u>Date</u>	January 22-23, 2023		
			Meeting with Minister Advanced Education,		
Position	President & CEO	<u>Purpose</u>	Presidents & Board Chairs	Desination	Edmonton, AB

		Expense Category (Select from drop				
Date	Vendor	down menu)	Description	Subtotal	GST	Total
1/22/2023	Raddisson Hotel	Accommodation	Hotel - January 22, 2023	173.53	8.34	181.87
			Flight from Calgary to Edmonton			
1/22/2023	West Jet	Airfare	return	672.25	33.61	705.86
1/23/2023	Greater Edmonton Taxi	Other Transportation	Taxi from Airport to government offices	62.00	9.30	71.30
			Taxi from Government Offices to			
1/23/2023	Greater Edmonton Taxi	Other Transportation	airport	61.90	9.29	71.19
1/23/2023	Calgary United Cam	Other Transportation	Taxi from Airport to Hotel	23.95		23.95
1/23/2023	Travel Claim	Meals	Meal Per Diem (January 22-23)	53.10		53.10
1/23/2023	Travel Claim	Incidentals	Incidentals Per Diem (January 22) Mileage from Medicine Hat to	7.35		7.35
1/2/2023	Travel Claim	Other Transportation	Calgary return	272.60		272.60
						-
						-
						-
						-
					Total Receipts	1,387.22



<u>Name</u>	Kevin Shufflebotham	<u>Date</u>	January 31-February 1, 2023		
Position	President & CEO	Purpose	CCC Retreat	Desination	Calgary, AB

		Expense Category (Select from drop				
Date	Vendor	down menu)	Description	Subtotal	GST	Total
			Flight from Medicine Hat to			
1/31/2023	West Jet	Airfare	Calgary	361.25	18.06	379.31
1/31/2023	Delta Hotel	Accommodation	Hotel stay for January 31,2023	213.17	10.25	223.42
1/31/2023	Calgary United Cab	Other Transportation	Taxi from airport to hotel	50.75		50.75
2/1/2023	Travel Claim	Meals	Meal per diem	41.50		41.50
2/1/2023	Travel Claim	Incidentals	Overnight incidentals per diem	7.35		7.35
						-
						-
						-
						-
						_
						-
						-
					Total Receipts	702.33



<u>Name</u>	Kevin Shufflebotham	<u>Date</u>	February 9, 2023		
<u>Position</u>	President & CEO	<u>Purpose</u>	JBS Presentation	Desination	Brooks, AB

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
2/9/2023	Travel Claim	Other Transportation	Mileage to Brooks Campus	103.40		103.40
						-
						-
						-
						-
						-
						-
						-
						-
						-
		•	•		Total Receipts	103.40



<u>Name</u>	Kevin Shufflebotham	<u>Date</u>	January 10, 2023		
			Reimbursement of Meals &		
Position	President & CEO	<u>Purpose</u>	Incidentals	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
Dute	Vendor	uonninenuj	Reimbursement of meals &	Subtotui	651	Total
1/10/2023	Mediicne Hat College		incidentals overpayment	78.70		78.70
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Total Receipts	78.70

As per RABCCA repayment of meals and incidentals. Need to follow GOA schedule.

CYPRESS CLUB MEDICINE HAT, AB (403) 526-2988 GST# 108079484

RECEIPT

1. Duplicate

Shufflebotham, Kevin

The set of the set	
Рор	3.75
Рор	3.75
SM SOUP	5,50
SM SOUP	5.50
The Cowboy	22.00
Montral smoked	18.00
Рор	3.75
Gratuity GST	9.34 3.58
Total	75.17
Credit Card	75.17
1:07 PM 1/6/2023 7 Gen	2

Signature:_____

THANK YOU Please share experience at...feedback@cypressclub.ca

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT	MEETIN	G/CONFERENCE		MEDICINE HAT
Name: Kevin Shufflebotham	Name:	ACAC Women's Hocke Olds)	y Game (Medicine Hat vs	COLLEGE
Address:	Location:	Oyen, AB		
DAYS INVOLVED [0.29]				
Departure date Jan 6 2023	3:00PM			
Return date Jan 6 2023	10:00PM			
EXPENSES			FOR OFFICE U	SEONLY
Meals	Days Rate	Total	Amount	GST
Breakfast	0 @ \$10.00 =	\$0.00	1	1
Lunch	0 @ \$12.00 =	\$0.00		* î î
Dinner	0 @ \$22.00 =	\$0.00		
Full Per diem	0 @ \$44.00 =	\$0.00		ALC: NOT
Overnight incidental	0 @ \$10.00 =	\$0.00		AND R STORE
Hospitality Allowance	0 @ \$20.09 =	\$0.00		
Conference Cost		\$0.00		Man Distance Man
Hotel (attach invoice)		\$0.00		Carlos and the second second
Miscellaneous		\$0.00		
THE WILL WOLLS		\$0.00	z	And the second second
		\$0.00		
TRANSPORTATION		40.00		
Own Car	390 KM @ 0.47/KM	\$183.30		
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		
	(Less than \$10 receipt is not required)	\$0.00		
Taxi, buses, parking, road tolls		\$183.30	INVOICE T	OTAL
	USD	\$0.00 * \$1.00/CND	INVOICE I	UIAL
	TOTAL EXPENSE			
	Less - Advance (if applicable)			
	NET CLAIM DUE (Repayable)			
		100100		CONTROL
FOR OFFICE USE ONLY	VENDO	RNUMBER		CONTROL 03 - 19882
GL CODE	AMOUNT	GST		TOTAL
CE CODE		651		TOTAL
1.5				A DESCRIPTION OF THE OWNER OF THE
here in the second s				
				THE R. LEWIS CO.

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



Kevin Shufflebot 299 College Dr S Medicine Hat T1	E	Arrival Departure		01-22-23 01-23-23
Canada		Page No.	:	1 of 1
			:	
INVOICE			:	
Membership No.	:	Cashier No.	:	69
A/R Number	:			
Group Code	:			

Date	Text	Charges	Credits
01-22-23	Room	162.00	
01-22-23	Destination Marketing Fee	4.86	
01-22-23	GST Tax	8.34	
01-22-23	Alberta Tourism Levy	6.67	
01-23-23			181.87

01-23-23 06:54:52 AM EST

Total	181.87	181.87
Balance		0.00

Radisson Rewards: Members enjoy Member Only Rates, have access to exclusive benefits, and earn towards free nights across Radisson Hotel Group portfolio hotels. Enroll and learn more at the front desk or at radissonhotels.com/rewards.

Thank You For Staying With Us

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

Guest Signature_____

Company Name

:

Radisson Hotel & Conference Centre Calgary Airport East 6620 36th Street NE Calgary, AB T3J 4C8 Telephone: (403) 475-1111 Fax: (403) 719-3855 GST #: 82338 3401 RT0001



eTicket Receipt

Prepared For

SHUFFLEBOTHAM/KEVIN J MR	

RESERVATION CODE	QKFSBT
ISSUE DATE	06 Jan 23
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
23 Jan 23	WESTJET WS 3319 Operated by: WESTJET ENCORE	CALGARY INTL AB, CANADA Time 09:15	EDMONTON INTL AB, CANADA Time 10:16	Cabin PREMIUM ECONOMY Seat Number 02C Baggage Allowance 2 PIECES Booking Status OK TO FLY Fare Basis RAND0LPM Not Valid Before 23 JAN 23 Not Valid After 23 JAN 23
23 Jan 23	WESTJET WS 3352 Operated by: WESTJET ENCORE	EDMONTON INTL AB, CANADA Time 18:00	CALGARY INTL AB, CANADA Time 19:02	Cabin ECONOMY Seat Number 04C Baggage Allowance 1 PIECE Booking Status OK TO FLY Fare Basis SAQD0LFM Not Valid After 30 NOV 23

Allowances

Baggage Allowance

YYC to YEG - 2 Pieces WESTJET

YEG to YYC - 1 Piece WESTJET, each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

Prices of additional baggage pieces:

1. 60.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters****bag fees apply at each check in location

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC Carry On Allowances

YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET) carry on hand baggage

Carry On Charges

YYC to YEG , YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	
Fare Calculation Line	YYC WS YEA333.00WS YYC223.00CAD556.00END
Fare	CAD 556.00
Taxes/Fees/Carrier-Imposed Charges	CAD 32.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 30.11 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 70.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 3.50 XG9 (GOODS AND SERVICES TAX (GST))
Total	CAD 705.86

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

**Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms (50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions and fees.

Baggage fees are charged in Canadian (CAD) dollars; for flight departures ourtside Canada, baggage fees will be converted and charged in the local currency of the departure country. GST is charged on all itineraries that origiante in Canada. Please see <u>https://www.westjet.com/en-ca/flights/fees</u> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at



15.51.53

\$ 61.90 \$ 9.29

\$ 71.19

Cardholder copy

Jan 23,2023

Amount Tip

Total

CALGARYUNITEDCABS#0321 #8-5660 10TH STREE T2E8W7 CALGARY AB www.calgarycabs.ca 403-777-1111 24105536 TM2410553601

SALE

	_	
Batch #: 003 01/23/23	RRN	0010032490 19:35:06
		X
AMOUNT TIP		\$20.95 \$3.00
TOTAL		\$23.95
001 APP	RO\	/ED

Retain this conv for your reserves CUSTOMER COPY

. .

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT **MEETING/CONFERENCE** MEDICINE HAT Name: Kevin Shufflebotham Name: Meeting with Minister, Advanced Education, Board OLLEGE Chairs & Presidents Address: Edmonton, AB Location: DAYS INVOLVED [1.42] Departure date Jan 22 2023 1:00PM Return date Jan 23 2023 11:00PM EXPENSES FOR OFFICE USE ONLY Meals Days Rate Total Amount GST Breakfast 0 @ \$10.00 = \$0.00 Lunch 1 @ **\$11.60** = \$11.60 Dinner 2 @ **\$20.75** = \$41.50 0 @ \$44.00 = Full Per diem \$0.00 Overnight incidental 1 @ \$ 7.35 = \$ 7.35 Hospitality Allowance 0 @ \$20.00 = \$0.00 Conference Cost \$0.00 Hotel (attach invoice) \$0.00 Miscellaneous \$0.00 \$0.00 \$0.00 TRANSPORTATION Own Car 580 KM @ 0.47/KM \$272.60 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 **INVOICE TOTAL** CND \$333.05 USD \$0.00 *\$1.00/CND TOTAL EXPENSE \$333.05 Less - Advance (if applicable) -\$0.00 NET CLAIM DUE (Repayable) 333.05 CONTROL FOR OFFICE USE ONLY VENDOR NUMBER 03 - 19864 GL CODE AMOUNT GST TOTAL

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



eTicket Receipt

Prepared For

SHUFFLEBOT HAM/KEVIN J MR

RESERVATION CODE	RWZHJP
ISSUE DATE	13 Jan 23
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
31 Jan 23	WESTJET WS 3017 Operated by: WESTJET LINK BY PACIFIC COASTAL	MEDICINE HAT AB, CANADA Time 18:20	CALGARY INTL AB, CANADA Time 19:24	Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis LAQF4LEW Not Valid Before 31 JAN 23 Not Valid After 31 JAN 23
01 Feb 23	WESTJET WS 3016 Operated by: WESTJET LINK BY PACIFIC COASTAL	CALGARY INTL AB, CANADA Time 19:50	MEDICINE HAT AB, CANADA Time 20:58	Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis LAQF4LEW Not Valid Before 01 FEB 23 Not Valid After 01 FEB 23

Allowances

Baggage Allowance
YXH to YYC - 0 Pieces WESTJET
Prices of additional baggage pieces:
1. 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
2. 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters**
YYC to YXH - 0 Pieces WESTJET
Prices of additional baggage pieces:
1. 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
2. 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters***bag fees apply at
each check in location
ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G.
FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC
Carry On Allowances
YXH to YYC , YYC to YXH - 1 Piece (WS - WESTJET) carry on hand baggage
Carry On Charges
YXH to YYC, YYC to YXH - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	
Fare Calculation Line	YXH WS YYC140.00WS YXH140.00CAD280.00END
Fare	CAD 280.00
Taxes/Fees/Carrier-Imposed Charges	CAD 32.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 16.31 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 35.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.75 XG9 (GOODS AND SERVICES TAX (GST))
Total	CAD 379.31

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

**Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms

(50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions

and fees.



CALGARY DOWNTOWN

209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6 Tel: 403-266-1980 Fax: 403-205-5460

MEDICINE HAT COLLEGE KEVIN SHUFFLEBOTHAM



Arrival:	01-31-23
Departure	02-01-23

Date	Description	Additional Information	Charges	Credits
01-31-23	Room Charge		199.00	
01-31-23	Destination Marketing Fee (DMF)		5.97	
01-31-23	Rooms - Federal Tax - GST		10.25	
01-31-23	Tourism Levy		8.20	
02-01-23				223.42
GST Sum	mary	Total	223.42	223.42
Registrati Room	ion No: 741899496 10.25	Balance Due	0.00 CE)N
F&B	0.00			

 F&B
 0.00

 Other
 0.00

 Total
 10.25

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.

CALGARYUNITEDCABS#0321 #8-5660 10TH STREE T2E8W7 CALGARY AB www.calgarycabs.ca 403-777-1111 24105536 TM2410553601

SALE

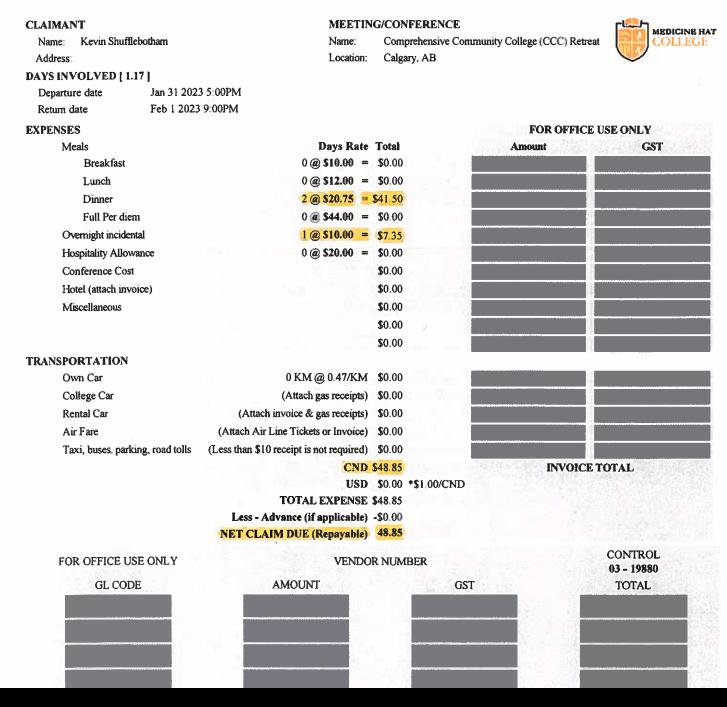
	l

	\$20.95 \$3.00
TOTAL	\$23.95
001 APPF	ROVED

Retain this conv for your reserves CUSTOMER COPY

. .

MEDICINE HAT COLLEGE TRAVEL CLAIM

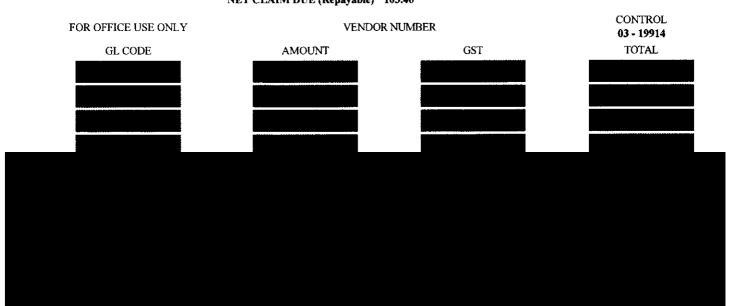


If you have any questions please contact the Finance Department at 403-529-3856.

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT	MEETIN	MEETING/CONFERENCE		
Name: Kevin Shufflebotha	m Name:	JBS Eve	ent	
Address:	Location:	Brooks,	AB	
DAYS INVOLVED [0.17]				
Departure date Fe	b 9 2023 10:00AM			
Return date Fe	ь 9 2023 2:00РМ			
EXPENSES			1	FOR OFFICE USE ONLY
Meals	Days Rate	Total	Amo	unt GST
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		
RANSPORTATION				
Own Car	220 KM @ 0.47/KM	\$103.40		
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, ro	ad tolls (Less than \$10 receipt is not required)	\$0.00		
		\$103.40		INVOICE TOTAL
	USD	\$0.00 *\$	1.00/CND	
	TOTAL EXPENSE	\$103.40		
	Less - Advance (if applicable)	-\$0.00		

NET CLAIM DUE (Repayable) 103.40



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

MEDICINE HAT COLLEGE/FINANCE 299 COLLEGE DR SE MEDICINE HAT AB

DATE 2023/01/1	0
TIME 2623 09:52:3	6
RECEIPT NUMBER	
C84061062-001-027-001-	0
	-
PURCHASE	

TOTAL

\$78.70



APPROVED

AUTH# 07097J 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT ~ RETAIN THIS COPY FOR YOUR RECORDS reimbursement of meals and incidentals overpayment