



Expense Disclosure Summary

Name Irlanda Price **Position** AVP Student Development

Period Covered

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 8 - 11, 2018	Lloydminster, AB	ACAC Futsal Championship		\$ 373.12	\$ 340.08	\$ 132.00	\$ -		\$ 845.20
March 13, 2018	Brooks, AB	Working at Brooks Campus	\$ -	\$ 95.04			\$ -	\$ -	\$ 95.04
			\$ -	\$ 468.16	\$ 340.08	\$ 132.00	\$ -	\$ -	\$ 940.24

* 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 copy signed _____



Expense Disclosure Sheet

Name Irlanda Price **Date** March 8 - 11, 2018

Position AVP Student Development **Purpose** ACAC Futsal Championships **Destination** Lloydminster, AB

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

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
March 8 - 11, 2018	MHC Travel Claim	Other Transportation	Mileage (848km x 0.44/km)	373.12		373.12
March 8 - 11, 2018	MHC Travel Claim	Meals	Breakfast/Lunch/Dinner x 3	132.00		132.00
March 8 - 11, 2018	Days Inn	Accommodation	Hotel Accommodation	324.48	15.60	340.08
				Total Receipts		\$ 845.20

MEDICINE HAT COLLEGE TRAVEL CLAIM



CLAIMANT

Name: Irlanda Price
Address: [Redacted]

MEETING/CONFERENCE

Name: 2018 ACAC Futsal Championships Men and Women
Location: Lloydminster, Alberta

DAYS INVOLVED [3.29]

Departure date Mar 8 2018 4.00PM
Return date Mar 11 2018 11:00PM

EXPENSES

Meals	Days	Rate	Total
Breakfast	3	@ \$10.00	= \$30.00 ✓
Lunch	3	@ \$12.00	= \$36.00 ✓
Dinner	3	@ \$22.00	= \$66.00 ✓
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

FOR OFFICE USE ONLY

Amount	GST

TRANSPORTATION

Own Car	848 KM @ 0.44/KM	\$373.12 ✓
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 \$505.12
USD \$0.00 *\$1.00/CND

INVOICE TOTAL

TOTAL EXPENSE \$505.12
Less - Advance (if applicable) -\$0.00
NET CLAIM DUE (Repayable) 505.12

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL

03 - 16032

GL CODE	AMOUNT	GST	TOTAL

Written Signatures

Request By Irlanda Price
Department Signatures (If Necessary Signature) [Redacted]

Department Code [Redacted]
Finance: _____

Electronic Signatures

Active Directory IPrice@mhc.ab.ca



DAYS HOTEL & SUITES LLOYDMINSTER
 5411 44th Street
 Lloydminster, AB T9V 0A9
 Tel: (780) 875-4404 Fax: (780) 875-7210

04-19-18

PO No. :

Medicine Hat College Athletics 299 College Drive SE	Folio No. : 55133	Room No. : 9003
	A/R Number : 0369	Arrival : 03-08-18
Medicine Hat AB T1A 3Y6	Group Code : CGMHC2	Departure : 03-11-18
	Company : Medicine Hat College	Conf. No. :
	Wyndham Rewards :	Rate Code :
Medicine Hat College Athletics,	Invoice No. : 11264	Page No. : 1 of 1

Date	Description	Charges	Credits
03-08-18	Room Routed From Price Irlanda Of Room #219	104.00	
03-08-18	Tourism Levy Routed From Price Irlanda Of Room #219	4.16	
03-08-18	GST Room Routed From Price Irlanda Of Room #219	5.20	
03-09-18	Room Routed From Price Irlanda Of Room #219	104.00	
03-09-18	Tourism Levy Routed From Price Irlanda Of Room #219	4.16	
03-09-18	GST Room Routed From Price Irlanda Of Room #219	5.20	
03-10-18	Room Routed From Price Irlanda Of Room #219	104.00	
03-10-18	Tourism Levy Routed From Price Irlanda Of Room #219	4.16	
03-10-18	GST Room Routed From Price Irlanda Of Room #219	5.20	
Total		340.08	0.00
Balance		340.08	

Guest Signature: _____

Please contact the Manager about any issues with your stay. Days Inn or affiliates may contact you about goods and services unless you call 877-222-3297 or write to Wyndham Worldwide Hotels, Inc. 1 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Days Inn website about privacy. -GST# 849702444RT0018-

**Thank you for staying with us.
 It was our pleasure to serve you.**



Expense Disclosure Sheet

Name Irlanda Price **Date** March 13, 2018
Position AVP Student Development **Purpose** Working at 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
13-Mar-18	MHC Travel Claim	Other Transportation	Mileage (216km x 0.44/km)	95.04		95.04
Total Receipts					\$	95.04

MEDICINE HAT COLLEGE TRAVEL CLAIM



CLAIMANT

Name: Irlanda Price ✓

Address: ✓

MEETING/CONFERENCE

Name: Brooks Campus meetings

Location: Brooks, Alberta ✓

DAYS INVOLVED [0.31]

Departure date Mar 13 2018 8:30AM

Return date Mar 13 2018 4:00PM

EXPENSES

Meals	Days	Rate	Total
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

FOR OFFICE USE ONLY

Amount	GST

TRANSPORTATION

Own Car	216 KM @ 0.44/KM	\$95.04 ✓
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 \$95.04

USD \$0.00 *\$1.00/CND

TOTAL EXPENSE \$95.04

Less - Advance (if applicable) -\$0.00 ✓

NET CLAIM DUE (Repayable) 95.04

INVOICE TOTAL

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL

03 - 16033

GL CODE	AMOUNT	GST	TOTAL

Written Signatures

Request By Irlanda Price

Department Signatures (If Necessary Signature) [Redacted]

Department Code [Redacted] ✓

Finance: [Redacted]

Electronic Signatures

Active Directory [Redacted]