



Expense Disclosure Summary

Name: Allen VandenBerg
 Position: VP, Student & College Services
 Period Covered: April 1 to May 30, 2014

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

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
April 24, 2014	Medicine Hat, AB	Working Session	-	-	-	-	125.76	-	125.76
April 28 to 29, 2014	Calgary, AB	Enactus Canada National Exposition	\$ -	\$ 264.00	\$ 233.19	\$ 32.00	\$ 176.26	\$ 10.00	\$ 715.45
May 6 to 9, 2014	Edmonton, AB	Post Secondary Collaboration	\$ -	\$ 510.40	\$ 480.69	\$ 34.00	\$ -	\$ 261.00	\$ 1,286.09
May 26 to 29, 2014	Banff, AB	Post Secondary Collaboration	\$ -	\$ 396.00	\$ 697.65	\$ 56.00	\$ -	\$ 30.00	\$ 1,179.65
			\$ -	\$ 1,170.40	\$ 1,411.53	\$ 122.00	\$ 302.02	\$ 301.00	\$ 3,306.95

* 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

Devin Humming



Expense Disclosure Sheet

Name Allen VandenBerg Date April 24, 2014
Position VP, Student & College Services Purpose Working Session Destination Medicine Hat, AB

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Total
April 24, 2014	Crave	Hospitality	Meal: Medicine Hat College & Students' Association Executives	\$ 125.76
				\$ 125.76



Inv 2013-095

Date: 24-Apr-14

Event: Executive Dinner
Attention

76000 - 9250

Quantity	Description	GL Code		Amount
5	Pop	B4036	\$ 2.50	\$12.50
3	Lunch Specials	B4036	\$ 9.25	\$27.75
1	Club house	B4036	\$ 8.95	\$8.95
2	Chicken Spinach Salads	B4036	\$ 12.45	\$24.90
1	Southwestern Salad	B4036	\$ 10.25	\$10.25
1	Fish Taco	B4036	\$ 9.95	\$9.95
3	Soup of the Day	B4036	\$ 3.50	\$10.50
				\$0.00
				\$0.00
	Sub Total			\$104.80
	Gratuity*			\$15.72
	GST			\$5.24
	GST #107687782			
Total Due				\$125.76

*Gratuity is not subject to GST

Please make all cheques payable to: Students' Association of Medicine Hat College.

Please quote your Invoice Number on all Correspondence

299 College Drive SE, Medicine Hat Alberta, T1A 3Y6

If you have any questions regarding this invoice, please call:

Trina Sopyc, Food & Beverage Manager at 403.504.3631



Expense Disclosure Sheet

Name

Allen Vandenberg

Date

April 28 to 29, 2014

Position

VP, Student & College Services

Purpose

Enactus Canada National Exposition

Destination

Calgary, AB

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Total
April 28 to 29, 2014	Delta Bow Valley	Accommodations	Hotel	\$ 233.19
April 28 to 29, 2014	Medicine Hat College Travel Claim	Other Transportation	Mileage Allowance	\$ 264.00
April 28 to 29, 2014	Medicine Hat College Travel Claim	Meals	Meals Allowance	32.00
April 28 to 29, 2014	Medicine Hat College Travel Claim	Incidentals	Overnight Allowance	10.00
April 28 to 29, 2014	Milestones	Hospitality	Lunch for MHC participants & instructors (cost split between VP Academic & VP Student & College Services)	176.26
				\$ 715.45



DELTA

BOW VALLEY

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

Enactus Canada
 Mr Allen Vandenberg
 299 College Drive S.E.
 Medicine Hat AB T1A 3y6
 Canada

Room: 1212
 Folio: 333002
 Cashier: 68
 Arrival: 04-28-14
 Departure: 04-29-14

Group: Enactus National Exposition 2014

Date	Description	Additional Information	Charges	Credits
4-28-14	Room Charge		189.00	
4-28-14	Room GST		9.73	
4-28-14	Tourism Levy		7.79	
4-28-14	DMF - Destination Marketing Fee		5.67	
4-28-14	Parking - Daily		20.00	
4-28-14	Parking - GST		1.00	
4-29-14	Visa	XXXXXXXXXXXX5250 XX/XX		233.19

GST Summary	
Registration No: 826085417	
Room	9.73
F&B	0.00
Other	1.00
Total	10.73

Total	233.19	233.19
Balance Due	0.00	CDN

Best 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.



MEDICINE HAT COLLEGE

TRAVEL CLAIM

(To be submitted upon return from travelling)

Claimant:

Allen Vander Bey

Meeting/Conference:

Enactus National Competition

Name

Name

Address

(if you use an acronym please also indicate long form)

Location

Calgary AB

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

DAYS INVOLVED:

Departure date: (month/day/year) 04/29/2014

Time: 12:30 AM (PM)

Return date: (month/day/year) 04/29/2014

Time: 6:00 AM (PM)

Total Number of Days:

(circle one)

EXPENSES:

Table with columns: Days, Rate, Total. Rows include Meals (Breakfast, Lunch, Dinner, Full Per diem), Overnight incidental, Hotel, Hospitality Allowance, Miscellaneous.

FOR OFFICE USE ONLY table with columns: Amount, GST.

TRANSPORTATION:

Table with columns: Description, Rate, Total. Rows include Own Car, College Car, Rental Car, Air Fare, Taxi, buses, parking, road tolls.

TOTAL EXPENSE

Less - Advance

(if applicable)

NET CLAIM DUE (Repayable)

306

INVOICE TOTAL

Date 30 April 2014

REQUEST BY: [Signature]

DEPT. CODE 76000-9240

DEPT. APPROVAL: [Signature]

[Signature - if Necessary]

FINANCE: [Signature]

FOR OFFICE USE ONLY table with columns: VENDOR NUMBER, CONTROL #, GL CODE, AMOUNT, GST, TOTAL.

milestones

GRILL + BAR

Thank You!
 117 11th Ave SE
 Calgary, AB T2G 0K4
 403.410.5555
 REG: 11080 3717 R0001
 Alyssa M

10/1 Chk 5621 Gst 15
 Apr 29 '14 01:09PM
 *** Memo Check ***

Bar

Seat: 1

Pepsi	5.98
Icetea	5.98
Soda	5.98
2 Asian Salad	38.00
2 With Steak	
1 Sirloin: Peprcrn	24.00
Garlic Mashed	
1 Beef Burg-D	13.50
Fries	
1 Sirloin: Grilled	22.00
Garlic Mashed	
1 Salm&Salsa	24.00
2 Seafd Fett-D*	36.00
1 South Ckn Sand	13.50
Fries	
1 Salad: Seafood	20.00
2 1pc Fish&Frites	31.00
2 GF: 4Chz Burg	30.00
2 GF: Salad	
1 Curry Chickn	17.00
1 Refill Ice Tea	0.00
1 Refill Pepsi	0.00
Subtotal	286.94
GST	14.35
Total Due	301.29

*Cash Payment 301.30

Tell Us How We Did to Receive
 * A COMPLIMENTARY APPETIZER *
 with the purchase of an entree.
 Complete our Guest survey at:
www.milestonesfeedback.com
 or call 1-866-239-3895.
 Access Code: 522413
 Expiry in 21 days; 1 per table;
 max value \$11.99; not valid with
 other offers; at participating
 locations only; must show survey
 validation code and this receipt

Milestones
 107-8th Ave S.E.
 Calgary, AB. T2G 0K4

----- TRANSACTION RECORD -----
 Trans# 5621
 Card #: *****5250
 Card Entry: CHIP Account: VISA
 Trans: PURCHASE Amount: \$301.29
 Tip: \$51.22 Total: \$352.51
 Auth #: 020593 Sequence #: 000018
 Term ID: 814
 Server: Alyssa Table: 10
 Date: 14/04/29 Time: 14:13:47

APPROVED

BY ENTERING A VERIFIED PIN, CARDHOLDER
 AGREES TO PAY ISSUER SUCH TOTAL IN
 ACCORDANCE WITH ISSUERS AGREEMENT WITH
 CARDHOLDER

Application Label: VISA CREDIT
 TVR: 0000000000
 AID: A0000000031010 TSI: F800
 TC: 3FEE8AC1A83FC54A

*** CUSTOMER COPY ***



Expense Disclosure Sheet

Name Allen VandenBerg **Date** May 6 to 9, 2014
Position VP, Student & College Services **Purpose** Post Secondary Collaboration **Edmonton, AB**

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description/Rationale	Total
May 6 to 9, 2014	Northern Alberta Institute of Technology	Incidentals	Registration Fee (Alberta Student Services Conference)	\$ 231.00
May 6 to 9, 2014	Chateau Nova	Accommodations	Accommodations for 3 nights (Alberta Student Services Conference)	480.69
May 6 to 9, 2014	Medicine Hat College Travel Claim	Other Transportation	Mileage to Edmonton (Alberta Student Services Conference)	510.40
May 6 to 9, 2014	Medicine Hat College Travel Claim	Meals	Meal Allowance (Alberta Student Services Conference)	34.00
May 6 to 9, 2014	Medicine Hat College Travel Claim	Incidentals	Overnight Allowance (Alberta Student Services Conference)	30.00
				\$ 1,286.09



DEPARTMENT RECEIPT

NAIT - (780) 471-6248
Website: <http://www.nait.ca>

Date: 03/28/2014
Receipt No: 1322733
Register: CAS3
GST #: 10778 1205 RT0001

Reference: VANDENBERG,ALLEN-ASSC REGISTRA

Account	Dept ID	Project	GST	Amount
23010 Deferred Revenue General	141252	Academic Adv Centre Projects	E14ASSC	220.00
21350 A/P Gst				11.00

Total Amount: \$	231.00
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Tender Type	Credit Card Nbr	Expiry	Holder	Auth.	Amount
Visa	*****5250	06/14	Allen Vandenberg	001155	231.00

NAIT

11762 - 106 Street
Edmonton, AB T5G 2R1

Mar 28 2014 11:13 am Trans#CHERYLJ

TRANSACTION RECORD

Card Number : *****5250
Card Entry : KEYED
Account : VISA
Trans Type : PURCHASE
Amount : \$231.00

Auth # : 001155
Sequence # : 0012980110
Terminal # : 66114184
Date : 14/03/28
Time : 11:13:36

01/027 APPROVED - THANK YOU

Cardholder Signature

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement.

NOVA HOTELS

CHATEAU NOVA

159 Airport Road
Edmonton, Alberta
T5G 0W6 gst#856465620
1-780-424-6682 phone
1-780-424-6683 fax

Arrive 05/06/14 Depart 05/09/14

VANDENBERG ALLEN
299 COLLAGE DRIVE

CITY _____, AB
T1A 3Y6
AB STUDENT SERVICE CONFERENCE
Room # 403 Invoice # 155352-2

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
2-ACCOMMODATION				
05/06/14	HKG	2-Accommodat		147.00
05/06/14	HKG	3-Room Tax	On Accommodation	5.88
05/07/14	GS	2-Accommodat		147.00
05/07/14	GS	3-Room Tax	On Accommodation	5.88
05/08/14	HKG	2-Accommodat		147.00
05/08/14	HKG	3-Room Tax	On Accommodation	5.88
05/09/14	ZS	91-Visa		-480.69
GST On Accommodatio				22.05
Tax Reg. # 856465620RT0001				

CHATEAU NOVA EDMONTO
500 159 AIRPORT ROAD
EDMONTON, AB T5G 0W6
(780) 732-5721
93167065727

TERM ID: A5915700
EMPLOYEE ID: 1

Completion
INVT: 000024909
VISA

Application Label: VISA CREDIT
AID: 40000000000000000000
TYP: 00 00 00 00 00 00
IST: F8 00
*****5250

Total: CAD\$

480.69

APPROVED 067368
00-May-14 0000-00

10:00:00
CUSTOMER COPY
THANK YOU

BILLING INSTRUCTIONS

BALANCE DUE → 0.00

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

SIGNATURE

X _____

Reservations: 1-866-401-6682
www.novahotels.ca

Nova Hotels Locations

Alberta – Edmonton, Acheson, Edson, Peace River, Hinton, Fort McMurray
Saskatchewan – Kindersley
NWT – Inuvik



Expense Disclosure Sheet

Name Allen VandenBerg Date May 26 to 29, 2014
Position VP, Student & College Services Purpose Post Secondary Collaboration Destination Banff, AB

Receipt Reconciliation: (Please attach supporting documentation ie: receipts)

Date	Vendor	Expense Category (Select from drop down menu)		Description/Rationale	Total
		Expense Category	Description/Rationale		
May 26 to 29, 2014	The Banff Centre	Accommodations	Accommodations (Senior Student Services Officers Meeting)		\$ 697.65
May 26 to 29, 2014	Medicine Hat College Travel Claim	Other Transportation	Mileage Allowance (Senior Student Services Officers Meeting)		396.00
May 26 to 29, 2014	Medicine Hat College Travel Claim	Meals	Meals Allowance (Senior Student Services Officers Meeting)		56.00
May 26 to 29, 2014	Medicine Hat College Travel Claim	Incidentals	Overnight Allowance (Senior Student Services Officers Meeting)		30.00
					\$ 1,179.65



Guest Name: **Allan Vandenberg**
299 College Dr S E
Medicine Hat, AB T1A 3Y6 CA

Room #: 8249
Folio #: R706E9 - 1
Group #: SSS1405
Guests: 1
Clerk:

CL #:
CC #: *****

Arrive: 05/22/14 Time: 04:48 PM Depart: 05/28/14 Time: 07:58:32 Status: FOL

Date	Description	Reference	Comment	Charges	Credits
05/27/2014	PACKAGE	SSS1405	Pkg: SSSO Meeting - 5/25	\$232.55	\$0.00
05/27/2014	PACKAGE	SSS1405	Pkg: SSSO Meeting - 5/26	\$232.55	\$0.00
05/27/2014	PACKAGE	SSS1405	Pkg: SSSO Meeting - 5/27	\$232.55	\$0.00
05/28/2014	PAY VISA	5260		\$0.00	(\$697.65)

Folio Balance: \$0.00

Package Taxes

Only applies if you paid for package

Alberta Tourism Levy	\$23.88
GST Other Tax	\$3.94
GST Tax (Food & Beverage)	\$3.02
GST Tax (Room)	\$29.82
Tourism Improvement Fee	\$11.70



TRAVEL CLAIM

(To be submitted upon return from travelling)

Name: Allen Vander Berg
Address: 542 Ross Glen Dr. St. Medicine Hat, AB T1B-3J9

Meeting/Conference: SSSO [Senior Student Services]
Name: Officers of AB
Location: Banff AB

(Address only necessary if claimant is not an employee or if you want cheque mailed to an address other than your residence)

DAYS INVOLVED: Departure date: 5/25/2014 Time: 12:30 AM
Return date: 5/28/2014 Time: 5:00 AM
Total Number of Days: 3

EXPENSES:

Meals

Breakfast @ 10.00 =
Lunch Mostula @ 12.00 = 12.00
Dinner Hotel package @ 22.00 = 44.00
Full Per diem @ 44.00 =

Overnight incidental (requires 24 hour stay) 3 @ 10.00 = 30

Hotel (Attach invoice)

Hospitality Allowance (In-lieu of hotel) @ 20.00 =

Miscellaneous (Specify)

TRANSPORTATION:

Own Car 900 @ 0.44 = 396.00 (kilometres)

College Car (Attach gas receipts)

Rental Car (Attach invoice & gas receipts)

Air Fare (Attach Air Line Ticket or Invoice)

Taxi, buses, parking, road tolls: (specify) (Less than \$10 receipt is not required)

TOTAL EXPENSE

Less - Advance

(if applicable)

NET CLAIM DUE (Repayable)

Table with columns: Amount, GST, Invoice Total. Values: 11.43, 0.57, 41.90, 2.10, 28.57, 1.43, 377.14, 18.86, 459.04, 22.96.

Date: 29 May 2014

REQUEST BY: [Signature]

DEPT. CODE: 76000-9240

DEPT. APPROVAL: [Signature]

FINANCE: [Signature]

Table with columns: Vendor Number, Control #, GL Code, Amount, GST, Total. Values: 28812, 2814 JUN 3 PM 3:45.

[Handwritten mark]