

EXPENSE CLAIM FORM - President, VP, Board

DATE January 10, 2018

VENDOR/STAFF# (as applicable)

NAME [REDACTED]
 (Claimant/Payee) Janice Price

Position President & CEO

Permanent Mailing Address: [REDACTED]

Itinerary and Purpose of Travel/Expense: diners card claim for local business and trips to Toronto

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	11/26/2017	Travel-General (Pres,VP)	3101	2100	890900	800		YYC parking during trip to Toronto	\$ 111.81	\$ 5.59	\$ 117.40
2	11/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 86.07	\$ 2.83	\$ 88.90
3	11/30/2017	Hosting	3610	2100	890900	800		lunch with [REDACTED] to discuss Board materials	\$ 32.82	\$ -	\$ 32.82
4	11/30/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with [REDACTED] to discuss Board materials (alcohol)	\$ 18.50	\$ -	\$ 18.50
5	12/2/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 100.30	\$ 5.02	\$ 105.32
6	12/12/2017	Hosting	3610	2100	890900	800		lunch with stakeholders [REDACTED]	\$ 41.66	\$ -	\$ 41.66
7	12/12/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with stakeholders [REDACTED] (alcohol)	\$ 32.00	\$ -	\$ 32.00
8	12/12/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 81.73	\$ 4.09	\$ 85.82
9	12/14/2017	Travel-Accomm.	3105	2100	890900	800		1 night Calgary hotel stay due to various stakeholder meetings and Jens' concert at the NMC	\$ 294.95	\$ 12.26	\$ 307.21
10	12/14/2017	Travel-Meals	3106	2100	890900	800		coffee/tea during Calgary hotel stay	\$ 13.03	\$ -	\$ 13.03
11	12/15/2017	Hosting	3610	2100	890900	800		lunch with stakeholder [REDACTED]	\$ 128.93	\$ 4.25	\$ 133.18
12	12/15/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with stakeholder [REDACTED] (alcohol)	\$ 70.00	\$ 3.50	\$ 73.50
13	12/20/2017	Travel-Accomm.	3105	2100	890900	800		1 night Calgary hotel stay due to various stakeholder meetings	\$ 213.17	\$ 10.25	\$ 223.42
14	12/20/2017	Travel-General (Pres,VP)	3101	2100	890900	800		YYC parking during trip to Toronto	\$ 119.95	\$ 6.00	\$ 125.95
15	12/20/2017	Travel-Accomm.	3105	2100	890900	800		5 night Toronto hotel stay due to various stakeholder meetings and Le Grands Ballets Performance at the Sony Centre	\$ 1,061.24	\$ 47.80	\$ 1,109.04
16	12/20/2017	Hosting	3610	2100	890900	800		dinner with Globe & Mail [REDACTED]	\$ 113.60	\$ 4.20	\$ 117.80
17	12/20/2017	Hosting (Alcohol)	3611	2100	890900	800		dinner with Globe & Mail [REDACTED] (alcohol)	\$ 36.00	\$ 1.80	\$ 37.80
18	12/20/2017	Travel-Meals	3106	2100	890900	800		meal during Toronto hotel stay	\$ 63.37	\$ -	\$ 63.37
19	12/20/2017	Hosting	3610	2100	890900	800		drinks with with [REDACTED] from Arts Consulting Group	\$ 37.20	\$ 0.75	\$ 37.95
20	12/20/2017	Hosting (Alcohol)	3611	2100	890900	800		drinks with with [REDACTED] from Arts Consulting Group (alcohol)	\$ 75.00	\$ 3.75	\$ 78.75
21	12/22/2017	Travel-Accomm.	3105	2100	890900	800		1 night Calgary hotel stay due to various stakeholder meetings and Totem Capital Corporation's Holiday Party	\$ 163.89	\$ 7.88	\$ 171.77
22	12/22/2017	Hosting	3610	2100	890900	800		lunch with [REDACTED]	\$ 77.94	\$ -	\$ 77.94
23	12/22/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with [REDACTED] (alcohol)	\$ 28.00	\$ -	\$ 28.00
24	12/24/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 90.67	\$ 4.53	\$ 95.20
25	12/26/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during Calgary hotel stay	\$ 38.10	\$ 1.90	\$ 40.00
26			#N/A	2100							\$ -
Total Expenses : A											3,256.33

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- 57.32
- 73.66
- 320.24
- 204.46
- 155.60
- 1,944.71
- 116.90
- 105.54

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890900	2100	800		628.63	29.96	658.59
3102	Travel-General (BOG)	890900	2100	800		-	79.48	-
3105	Travel-Accommodation	890900	2100	800		1,731.97	78.19	1,811.44
3106	Travel-Meals	890900	2100	800		76.40	-	76.40

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 3,256.33

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

FEB - 5 2018

EXPENSE CLAIM FORM - President, VP, Board

DATE February 5, 2018

VENDOR/STAFF# (as applicable)

NAME (Claimant/Payee)

Janice Price

Position

President & CEO

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: diners card claim for local business and a trip to Toronto

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	12/28/2017	Travel-General (Pres,VP)	3101	2100	890900	800		rental car tolls during trip to Toronto	\$ 68.45	\$ 0.85	\$ 69.30
2	1/8/2018	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 105.27	\$ 5.26	\$ 110.53
3			#N/A	2100							\$ -
4			#N/A	2100							\$ -
Total Expenses : A											179.83

GL Code Summary

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890900	2100	800		173.72	6.11	179.83
3102	Travel-General (BOG)	890900	2100	800		174.57	5.26	-
3105	Travel-Accommodation	890900	2100	800		-	-	-
3106	Travel-Meals	890900	2100	800		-	-	-
3107	Travel-Incidentals	890900	2100	800		-	-	-
3610	Hosting	890900	2100	800		-	-	-
3611	Hosting (Alcohol)	890900	2100	800		-	-	-
6132	Travel Advance	890900	2100	800		-	-	-
	Other1	890900	2100	800		-	-	-
	Other2	890900	2100	800		-	-	-
	Other3	890900	2100	800		-	-	-
Total						173.72	6.11	179.83

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 179.83

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

Return to Requestor (RTR)	Mail to Claimant
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	

MAR 13 2018

EXPENSE CLAIM FORM - President, VP, Board

DATE March 6, 2018

VENDOR/STAFF# (as applicable)

NAME (Claimant/Payee)

Janice Price *DINERS*

Position President & CEO

Permanent Mailing Address

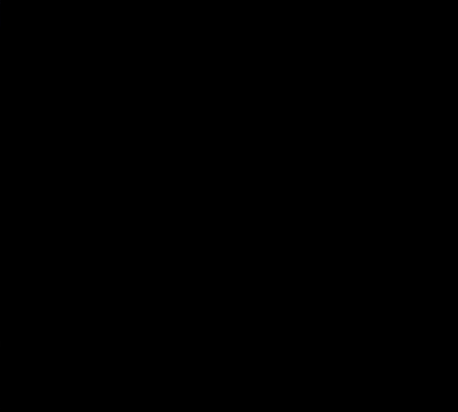
Itinerary and Purpose of Travel/Expense: diners card claim for local business and trips to Toronto, Edmonton

Rept. no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	1/30/2018	Hosting	3610	2100	890900	800		meeting with [redacted] to discuss consulting engagements - food	\$ 54.31	\$ -	\$ 54.31
2	1/30/2018	Hosting (Alcohol)	3611	2100	890900	800		meeting with [redacted] to discuss consulting engagements - alcohol	\$ 30.45	\$ -	\$ 30.45
3	1/30/2018	Travel-General (Pres, VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 88.75	\$ 4.44	\$ 93.19
4	1/31/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Calgary taxi to lunch with [redacted] to discuss donor relations	\$ 9.12	\$ -	\$ 9.12
5	2/1/2018	Travel-Accomm.	3105	2100	890900	800		1 night Calgary hotel stay for multiple stakeholder meetings	\$ 293.05	\$ 14.16	\$ 307.21
6	2/1/2018	Hosting	3610	2100	890900	800		meeting with [redacted] to discuss donor relations - snacks	\$ 12.50	\$ 0.63	\$ 13.13
7	2/1/2018	Hosting (Alcohol)	3611	2100	890900	800		meeting with [redacted] to discuss donor relations - alcohol	\$ 22.00	\$ 1.10	\$ 23.10
8	2/1/2018	Hosting	3610	2100	890900	800		lunch with [redacted] to discuss donor relations	\$ 129.30	\$ 5.04	\$ 134.34
9	2/4/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Calgary airport parking during trip to Toronto	\$ 83.86	\$ 4.19	\$ 88.05
10	2/4/2018	Travel-General (Pres, VP)	3101	2100	890900	800		public transit top-up card for cheaper travel in Toronto	\$ 100.00	\$ -	\$ 100.00
11	2/5/2018	Travel-Accomm.	3105	2100	890900	800		2 night Toronto hotel stay for multiple stakeholder meetings	\$ 475.07	\$ 23.75	\$ 498.82
12	2/5/2018	Hosting	3610	2100	890900	800		meeting with [redacted] to discuss donor relations - coffees	\$ 16.56	\$ -	\$ 16.56
13	2/10/2018	Travel-General (Pres, VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 100.40	\$ 5.02	\$ 105.42
14	2/11/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Edmonton taxi from hotel to lunch meeting with Alan Murdock	\$ 63.25	\$ -	\$ 63.25
15	2/11/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Edmonton taxi from lunch meeting to Rolston String Quartet performance	\$ 102.80	\$ -	\$ 102.80
16	2/11/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Edmonton taxi from Rolston String Quartet performance to hotel	\$ 40.00	\$ -	\$ 40.00
17	2/12/2018	Travel-General (Pres, VP)	3101	2100	890900	800		Calgary airport parking during trip to Edmonton	\$ 27.95	\$ 1.40	\$ 29.35
18	2/13/2018	Travel-Accomm.	3105	2100	890900	800		1 night Edmonton hotel stay for multiple stakeholder meetings	\$ 223.88	\$ 10.76	\$ 234.64
19	2/14/2018	Travel-Accomm.	3105	2100	890900	800		1 night Calgary hotel stay for Foundation Board Meeting	\$ 293.88	\$ 14.24	\$ 308.12
20	2/21/2018	Travel-General (Pres, VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 79.10	\$ 3.96	\$ 83.06
21	2/23/2018	Hosting	3610	2100	890900	800		50% of dinner with [redacted] and [redacted]	\$ 697.83	\$ 33.15	\$ 730.98
22			#N/A	2100							\$ -
Total Expenses : A											3,065.90

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres, VP)	890900	2100	800		695.23	19.01	714.24
3102	Travel-General (BOG)	890900	2100	800		-	-	-
3105	Travel-Accommodation	890900	2100	800		1,285.88	62.91	1,348.79
3106	Travel-Meals	890900	2100	800		-	-	-
3107	Travel-Incidentals	890900	2100	800		-	-	-
3610	Hosting	890900	2100	800		910.50	38.82	949.32
3611	Hosting (Alcohol)	890900	2100	800		52.45	1.10	53.55
6132	Travel Advance	890900	2100	800		-	-	-
	Other1	890900	2100	800		-	-	-
	Other2	890900	2100	800		-	-	-
	Other3	890900	2100	800		-	-	-

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 3,065.90

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



MAR 13 2018

EXPENSE CLAIM FORM - President, VP, Board

DATE March 7, 2018

VENDOR/STAFF# (as applicable) [REDACTED]

NAME Janice Price
(Claimant/Payee)

Position President & CEO

Permanent Mailing Address: [REDACTED]

Itinerary and Purpose of Travel/Expense: cash claim for local business and trips to Toronto, Ottawa

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	12/21/2017	Hosting	3610	2100	890900	800		coffee meeting [REDACTED]	\$ 8.50	\$ 0.43	\$ 8.93
2	1/15/2018	Other1	3104	2100	890900	800		internet charge to work during holiday cruise (US\$175 @ 1.2414192481)	\$ 217.25	\$ -	\$ 217.25
3	2/25/2018	Travel-Meals	3106	2100	890900	800		breakfast during work in Toronto	\$ 11.58	\$ -	\$ 11.58
4	2/26/2018	Travel-Meals	3451	2100	890900	800		lunch during work in Toronto	\$ 12.66	\$ -	\$ 12.66
5	2/27/2018	Travel-Meals	3106	2100	890900	800		lunch during work in Toronto	\$ 17.49	\$ -	\$ 17.49
6	3/2/2018	Travel-Meals	3106	2100	890900	800		lunch during work in Ottawa	\$ 15.99	\$ -	\$ 15.99
7			#N/A	2100	890900	800			\$ -	\$ -	\$ -
Total Expenses : A											283.90

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres, VP)	890900	2100	800		-	-	-
3102	Travel-General (BOG)	890900	2100	800		-	-	-
3105	Travel-Accommodation	890900	2100	800		-	-	-
3106	Travel-Meals	890900	2100	800		57.72	-	57.72
3107	Travel-Incidentals	890900	2100	800		-	-	-
3610	Hosting	890900	2100	800		8.50	0.43	8.93
3611	Hosting (Alcohol)	890900	2100	800		-	-	-
6132	Travel Advance	890900	2100	800		-	-	-
3104	Other1	890900	2100	800		217.25	-	217.25
	Other2	890900	2100	800		-	-	-
	Other3	890900	2100	800		-	-	-
Total						283.47	0.43	283.90

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 283.90

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

Return to Requestor (RTR)	[REDACTED]
Requestor Name (if RTR)	[REDACTED]
Requestor Dept (if RTR)	[REDACTED]
Prepared by (if not claimant)	[REDACTED]

