

JAN 23 2017

EXPENSE CLAIM FORM - President, VP, Board

DATE January 23, 2017

VE-0572

VENDOR/STAFF# (as applicable) [Redacted]

NAME Michael Code
FIRST MIDDLE LAST

Position VP, Operations

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense:

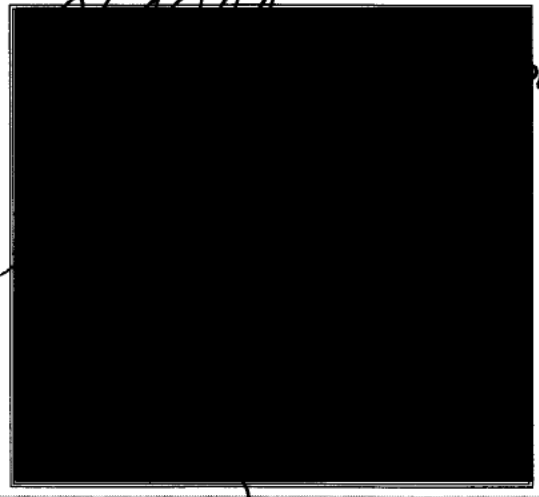
Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
1	01/21/2017	Other1	3184	2100	790900	790				[Redacted]	\$ 149.99	\$ 7.50	\$ 157.49
2	01/21/2017	Hosting	3610	2100	790900	790				Lunch with [Redacted]	\$ 55.89	\$ 1.17	\$ 58.24
3	01/21/2017	Other2	3070	2100	790900	790				[Redacted]	\$ 35.00	\$ 1.75	\$ 36.75
4	01/21/2017	Other3	6797	7711				Z71032	1564	[Redacted]	\$ 539.95	\$ 27.00	\$ 566.95
5			#N/A	2100	790900	790							\$ -
6			#N/A	2100	790900	790							\$ -
7			#N/A	2100	790900	790							\$ -
8			#N/A	2100	790900	790							\$ -
9			#N/A	2100	790900	790							\$ -
10			#N/A	2100	790900	790							\$ -
11			#N/A	2100	790900	790							\$ -
Total Expenses : A												37	819.43

GL Code Summary										
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	790900	2100	790						
3102	Travel-General (BOG)	790900	2100	790						
3105	Travel-Accommodation	790900	2100	790						
3106	Travel-Meals	790900	2100	790						
3107	Travel-Incidentals	790900	2100	790					1.17	
3610	Hosting	790900	2100	790			57.07	65.89	2.35	58.24
3611	Hosting (Alcohol)	790900	2100	790						
6132	Travel Advance	790900	2100	790						
3040	Other1	790900	2100	790				149.99	7.50	157.49
3070	Other2	790900	2100	790				35.00	1.75	36.75
6797	Other3		7711			Z71032	1564	539.95	27.00	566.95
Total										819.43

ENTERED JAN 25 2017

Travel Advance	B	[Redacted]
Balance Due to Claimant	A-B	\$ 819.43

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



Return to Requestor (RTR)	V	Mail to Claimant
Requestor Name (if RTR)	[Redacted]	
Requestor Dept (if RTR)	VP, Operations	
Prepared by (if not claimant)	[Redacted]	