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EXPENSE CLAIM FORM - President, VP, Board - 2 2017 DATE July 27, 2017

VENDOR/STAFF# (as applicable) VP-0017

NAME (Claimant/Payee) Andy Kenins FINANCIAL SERVICES Position Board of Governors

Permanent Mailing Address: [Redacted]

Itinerary and Purpose of Travel/Expense: Board of Governors Meetings - July 2017

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	29/07/2017	Travel-General (BOG)	3102	2100	890030	800		Union Pearson train fare to airport	\$ 9.00	\$ -	\$ 9.00
2	27/05/2017	Travel-General (BOG)	3102	2100	890030	800		airfare (Toronto-Calgary round trip)	\$ 849.25	\$ 108.00	\$ 957.25
3	07/04/2017	Travel-General (BOG)	3102	2100	890030	800		taxi - airport to home	\$ 72.00	\$ -	\$ 72.00
4	30/01/2017	Travel-General (BOG)	3102	2100	890030	800		rental car [Redacted]	\$ 165.67	\$ 8.28	\$ 173.95
5											
6											
7			#N/A	2100							\$ -
8			#N/A	2100							\$ -
9			#N/A	2100							\$ -
10			#N/A	2100							\$ -
11			#N/A	2100							\$ -
12			#N/A	2100							\$ -
13			#N/A	2100							\$ -
14			#N/A	2100							\$ -
15			#N/A	2100							\$ -
Total Expenses : A											1,212.20

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890030	2100	800		-	-	-
3102	Travel-General (BOG)	890030	2100	800		1,095.92	116.28	1,212.20
3105	Travel-Accommodation	890030	2100	800		-	-	-
3106	Travel-Meals	890030	2100	800		-	-	-
3107	Travel-Incidentals	890030	2100	800		-	-	-
3610	Hosting	890030	2100	800		-	-	-
3611	Hosting (Alcohol)	890030	2100	800		-	-	-
6132	Travel Advance	890030	2100	800		-	-	-
	Other1	890030	2100	800		-	-	-
	Other2	890030	2100	800		-	-	-
	Other3	890030	2100	800		-	-	-
Total						1,095.92	116.28	1,212.20

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 1,212.20

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)	<input checked="" type="checkbox"/>	Mail to Claimant	<input type="checkbox"/>
Requestor Name (if RTR)			
Requestor Dept (if RTR)	President's Office		
Prepared by (if not claimant)			

GST 54.60
HST 61.48

ENTERED AUG 0 8 2017

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