

EXPENSE CLAIM FORM - President, VP, Board

DATE February 15, 2017

VENDOR/STAFF# (as applicable) VP-0012

NAME (Claimant/Payee) Evaleen Jaeger Roy

Evaleen Jaeger Roy

Position Board of Governors

FIRST MIDDLE LAST

Permanent Mailing Address: [REDACTED]

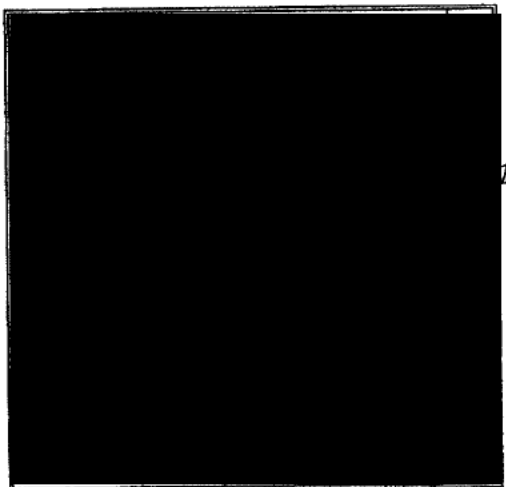
Itinerary and Purpose of Travel/Expense: Board of Governors Meetings - January 2017

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description & Reason	NET Amount	GST Amount	Total Amount
1	1/19/2017	Travel-General (BOG)	3102	2100	890030	800		round trip flight Vancouver-Calgary	\$ 510.25	\$ 25.51	\$ 535.76
2	1/23/2017	Travel-General (BOG)	3102	2100	890030	800		round trip banff airporter	\$ 125.98	\$ 6.30	\$ 132.28
3	1/27/2017	Travel-General (BOG)	3102	2100	890030	800		3 day YVR parking	\$ 108.89	\$ 5.03 5.74	\$ 114.00
4			#N/A	2100							\$ -
5			#N/A	2100							\$ -
6			#N/A	2100							\$ -
7			#N/A	2100							\$ -
8			#N/A	2100							\$ -
9			#N/A	2100							\$ -
10			#N/A	2100							\$ -
11			#N/A	2100							\$ -
Total Expenses : A									\$ 745.12	\$ 36.92	782.04

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		745.20	36.84	-
3102	Travel-General (BOG)	890030	2100	800		745.12	36.92	782.04
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		745.20	-	-
Total						745.20	36.84	782.04

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 782.04

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)	V	Mail to Claimant
Requestor Name (if RTR)	[REDACTED]	
Requestor Dept (if RTR)	President's office	
Prepared by (if not claimant)	[REDACTED]	

ENTERED FEB 22 2017