

Public Member

1) Travel Expenses and Professional Development

- * "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc.
- ** "Meals" and incidentals are reimbursed on a per diem basis while on business travel
- *** "Other" includes conference and professional development registration fees, and other miscellaneous travel expenses

								Expense	
Dates:	Destination	Purpose	Airfare	Other Transportation *	Accommodation	Meals **	Other ***	Total	Report ID
09-Jul-18	Vermilion, AB	Meeting		54				54	31583

Lakeland College Policy provides for hosting expenses to be reimbursed for College business activity. Business activity can include meetings with external parties(Ex) and LC employees (Int).

Dates:	Purpose	Location		Amount	Expense Report ID
none					
			Total	-	