# Lakeland College Expense Disclosure

**Altman, Georgina**

*VP, External Relations & Infrastructure*

**Mar-19**

## 1) Travel Expenses and Professional Development

This includes all reimbursable expenses for travel activities while on College Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in 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

| Dates: | Destination | Purpose | Airfare | Other Transportation * | Accommodation | Meals ** | Other *** | Total | Expense Report ID |
|---|---|---|---|---|---|---|---|---|---|
| March, 2019 | Vermilion, AB | Meetings and events; 5 trips | | 293 | | | | **293** | 33159 |

## 2) Hospitality Expenses

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 |
|---|---|---|---|---|
| 06-Mar-19 | Dinner meeting with consultants. 2 (Ex) | Lloydminster, AB | 66 | 32974 |
| 12-Mar-19 | Hotel arrangements for Distinguished Alumni recipient in Vermilion. 1 (Ex) | Vermilion, AB | 128 | 32964 |
| | | **Total** | **194** | |