

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.

								Expense	
Dates:	Destination	Purpose	Airfare	Other Transportation *	Accommodation	Meals **	Other ***	Total	Report ID
January, 2020	Vermilion, AB	Meetings and events; 5 trips		293				293	34768

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).

[illegible]