

Sumner, Todd
VP, Academic & Research
Jun-23

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
June, 2023	Lloydminster, AB	Meetings and events; 2 trips		131				131	40358
8-Jun-23	Calgary, AB	Results Driven Agriculture Research - Round-Up event		387	321	84		792	40251, 40358
Jun 12-13/23	Saskatoon, SK	SAO meetings		373	397	84		854	40252, 40358
29-Jun-23	Edmonton, AB	Abacus Bio business launch		38				38	40358

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
none				
			Total	-