Lakeland College Expense Disclosure

Wainwright-Stewart, Alice

President

Mar-22

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 17-18, 2022	Banff, AB	President's meeting		485	180	53		**718**	37465, 37466
24-Mar-22	St. Paul, AB	Alberta HUB meeting		84				**84**	37465

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	**-**	