



Guideline F.2.8 : Appendix D: Expense Disclosure Report- For Executive

This report includes all expenses for the period including those paid by expense reimbursement, paid directly through use of a procurement card and those billed to the College by vendors. Expenses are allowed while Managers are on travel status, having meetings over meal times and for professional development purposes. Hospitality is allowed when external parties are involved for the purpose of fundraising, image or business promotion. Meals are also provided to students on travel status and to employees as part of a recognition event. Meal receipt reimbursement is allowed for Hospitality & Working Sessions.

Disclosure of Claims for the period: July 1, 2024 to August 31, 2024 Expense Disclosure Report

Date Expense Occurred	Location	Purpose	Travel Method/ Discription Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses	
			Travel Code/ Expense Amount	Expense Amount	Meal Recipient Codes	Meal Receipts Only for Hosting & Working Sessions	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Nancy Broadbent											
July 1, 2024	Cold Lake	Cold Lake Parade - College float							\$ 185.29		
July 3, 2024	Lac La Biche	Meetings (various)	CV	\$ 83.51							
July 4-5, 2024	Calgary	Meetings with Ministers	CV	\$ 185.64	S		\$ 57.00	\$ 560.23		Parking Uber	\$ 45.50 \$ 33.34
July 8, 2024	Goodfish	Goodfish Community BBQ	CV	\$ 86.67							
July 10, 2024	St. Paul/Saddle Lake	St. Paul County Presentation/Saddle Lake Community BBQ	CV	\$ 140.97						Car Wash	\$ 16.00
July 17, 2024	Kehewin	Kehewin Community BBQ	CV	\$ 107.43							
July 18, 2024	Red Deer	Red Deer Polytech tour	CV	\$ 144.38	S			\$ 166.67		Car Wash	\$ 16.00
July 23, 2024	High Prairie	Northrn Lakes College Tour	PVM	\$ 374.00	S		\$ 30.00	\$ 156.96			
July 24, 2024	St. Paul	St. Paul	CV	\$ 52.68						Car Wash	\$ 16.00
Aug. 27, 2024	Cold Lake	Treaty 1 - 11 English Bay	CV		S		\$ 44.00				
Aug. 29, 2024	Calgary	Minister's Roundtable Meeting	CV		S		\$ 44.00				
Curtis Cadiuex											
Andre Delaire											
Donna Feledichuk											
Carrie Froehler											
July 2, 2024	Cold Lake	Cold Lake Parade	CV	\$ 75.94							
July 10, 2024	Saddle Lake	Saddle Lake Community BBQ	CV	\$ 53.09						Car Wash	\$ 18.00
Bev Moghrabi											

Donald Moore											
July 28, 2024	Edmonton	Recruitment Elks	PVM	\$	330.00						
Aug. 23, 2024	Lac La Biche	LLB Fit Presentation	PVM	\$	165.00						
Cynthia Quintal											
July 4, 2024	Edmonton	CPA Exam	PVM	\$	233.20	\$	57.00	\$	165.10	Per Diem	\$ 8.00