



RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT s 22
FISCAL 2023/24

Pat Davis

FROM: July 2023

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
Trip # 1000061088 - Meetings in Ontario			
Domestic Breakfast Allowance	2023-07-04		15.00
Domestic Dinner Allowance	2023-07-04		30.00
Hotel	2023-07-04		243.94
Domestic Incidental Allowance	2023-07-04		12.25
Domestic Lunch Allowance	2023-07-04		20.00
Parking, Tolls	2023-07-04		39.00
Car Rental	2023-07-04	Avis Car Rental	394.87
Domestic Breakfast Allowance	2023-07-05		15.00
Hotel	2023-07-05		274.30
Domestic Incidental Allowance	2023-07-05		12.25
Parking, Tolls	2023-07-05	Hotel Parking	28.00
Domestic Breakfast Allowance	2023-07-06		15.00
Gas/Repairs/Insurance - No PHH	2023-07-06		19.01
Domestic Lunch Allowance	2023-07-06		20.00
SUB-TOTAL			\$ 1,138.62

Trip # 1000061149 - CEO Lab/AWS Exec Briefing			
Airfare	2023-07-10		710.06
Domestic Breakfast Allowance	2023-07-10		15.00
Hotel	2023-07-10		523.42
Domestic Incidental Allowance	2023-07-10		12.25
Domestic Lunch Allowance	2023-07-10		20.00
Parking, Tolls	2023-07-10	Kamloops Airport Parking	65.00
Domestic Incidental Allowance	2023-07-11		12.25
Business Meeting	2023-07-11	Business Dinner	154.98
Taxi, Bus	2023-07-11		46.67
Airfare	2023-07-12		771.00
Domestic Breakfast Allowance	2023-07-12		15.00
Hotel	2023-07-12	Residence Inn	1,380.46
Meal (Receipt Required)	2023-07-12	International Incidental	16.16
Meal (Receipt Required)	2023-07-13	International Incidental	16.16
Meal (Receipt Required)	2023-07-14	International Meal	19.78
Meal (Receipt Required)	2023-07-14	International Meal	26.38
Taxi, Bus	2023-07-14		48.10
SUB-TOTAL			\$ 3,852.67

Trip # 1000061223 - Various Meetings			
Domestic Breakfast Allowance	2023-07-18		15.00
Domestic Dinner Allowance	2023-07-18		30.00
Hotel	2023-07-18		697.52
Domestic Incidental Allowance	2023-07-18		12.25
Business Meeting	2023-07-18	Lunch Meeting	116.90
Parking, Tolls	2023-07-18	Office Parking	11.00
Parking, Tolls	2023-07-18	Hotel Parking	116.00
Domestic Breakfast Allowance	2023-07-19		15.00
Domestic Incidental Allowance	2023-07-19		12.25
Taxi, Bus	2023-07-19	Compass Card	40.00
Domestic Breakfast Allowance	2023-07-20		15.00
Parking, Tolls	2023-07-20	Office Parking	11.00
SUB-TOTAL			\$ 1,091.92

Trip # 1000061246 - Exec & BOD Mtgs			
Domestic Dinner Allowance	2023-07-24		30.00
Hotel	2023-07-24		1,262.70
Domestic Incidental Allowance	2023-07-24		12.25
Domestic Lunch Allowance	2023-07-24		20.00
Parking, Tolls	2023-07-24	Office Parking	11.00
Domestic Incidental Allowance	2023-07-25		12.25
Parking, Tolls	2023-07-25	Office Parking	11.00
Parking, Tolls	2023-07-26	Office Parking	11.00
SUB-TOTAL			\$ 1,370.20

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Alan Kent, CFO
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Greg Moore, Board Chair
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RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT
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Pat Davis

FROM: September 2023

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
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Trip # 1000061882 - PMI Membership

Memberships	2023-09-11	PMI Membership	182.77
SUB-TOTAL			\$ 182.77

Trip # 1000061883 - Business Planning Meetings

Domestic Dinner Allowance	2023-09-13		30.00
Hotel	2023-09-13	1 night	378.35
Domestic Incidental Allowance	2023-09-13		12.25
Parking, Tolls	2023-09-13		11.00
Parking, Tolls	2023-09-13		11.00
SUB-TOTAL			\$ 442.60

Trip # 1000061884 - Employee Sessions/Various Meetings

Domestic Dinner Allowance	2023-09-19		30.00
Hotel	2023-09-19		451.72
Domestic Incidental Allowance	2023-09-19		12.25
Parking, Tolls	2023-09-19		24.00
Domestic Breakfast Allowance	2023-09-20		15.00
Domestic Dinner Allowance	2023-09-20		30.00
Domestic Incidental Allowance	2023-09-20		12.25
Domestic Breakfast Allowance	2023-09-21		15.00
Domestic Dinner Allowance	2023-09-21		30.00
Hotel	2023-09-21		273.66
Domestic Incidental Allowance	2023-09-21		12.25
Domestic Lunch Allowance	2023-09-21		20.00
Parking, Tolls	2023-09-21		6.05
Domestic Breakfast Allowance	2023-09-22		15.00
Domestic Lunch Allowance	2023-09-22		20.00
Parking, Tolls	2023-09-22		30.00
SUB-TOTAL			\$ 997.18

Trip # 1000061937 - Executive Meeting			
Domestic Dinner Allowance	2023-09-24		30.00
Hotel	2023-09-24	2 nights	697.52
Domestic Incidental Allowance	2023-09-24		12.25
Parking, Tolls	2023-09-24	22 Sept	20.00
Parking, Tolls	2023-09-24	Airport Parking	64.50
Parking, Tolls	2023-09-24	22 Sept	4.00
Taxi, Bus	2023-09-24		58.80
Domestic Breakfast Allowance	2023-09-25		15.00
Domestic Dinner Allowance	2023-09-25		30.00
Domestic Incidental Allowance	2023-09-25		12.25
Domestic Breakfast Allowance	2023-09-26		15.00
Domestic Dinner Allowance	2023-09-26		30.00
Domestic Incidental Allowance	2023-09-26		12.25
Domestic Lunch Allowance	2023-09-26		20.00
Domestic Breakfast Allowance	2023-09-27		15.00
Domestic Incidental Allowance	2023-09-27		12.25
Domestic Lunch Allowance	2023-09-27		20.00
Domestic Dinner Allowance	2023-09-28		30.00
Domestic Lunch Allowance	2023-09-28		20.00
SUB-TOTAL			\$ 1,118.82

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Pat David
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Alan Kerr, CFO

Greg Moore, Board Chair
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