



RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT  
FISCAL 2020/2021

Lynda Cavanaugh

PERIOD: January 2021

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
Trip # 1000053640 - Expenses: Meetings, Vancouver			
Mileage	2021-01-27	Home to Ferry terminal	4.13
Mileage	2021-01-27	Ferry to BCLC	21.24
Ferries	2021-01-27	Victoria to Vancouver	73.50
Breakfast Allowance	2021-01-27		10.00
Dinner Allowance	2021-01-27		30.00
Incidental Allowance	2021-01-27		12.25
Mileage	2021-01-27	BCLC to hotel	4.72
Parking, Tolls	2021-01-27		38.00
Mileage	2021-01-28	Hotel to BCLC	4.72
Breakfast Allowance	2021-01-28		10.00
Lunch Allowance	2021-01-28		15.00
Dinner Allowance	2021-01-28		30.00
Mileage	2021-01-28	BCLC to Ferry terminal	21.24
Ferries	2021-01-28	Vancouver to Victoria	73.50
Mileage	2021-01-28	Ferry terminal to home	4.13
Hotel	2021-01-28	Sutton Place Hotel	193.88
SUB-TOTAL			\$ 546.31

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s 22 Lynda Cavanaugh  
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s 22 Receipts Verified

s 22 Alan Kerr, CFO

s 22 Peter Kappel, Board Chair  
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RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT  
FISCAL 2020/2021

Lynda Cavanaugh

PERIOD: March 2021

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
Trip # 1000053732 - Expenses: Meetings / Conference, Vancouver			
Mileage	3/8/2021	Home to Ferry	4.13
Mileage	3/8/2021	Ferry to Hotel	21.83
Ferry	2021.03.08	Victoria to Vancouver	73.50
Dinner Allowance	3/8/2021		30.00
Incidental Allowance	3/8/2021		12.25
Mileage	3/9/2021	Hotel to BCLC	4.72
Mileage	3/9/2021	BCLC to Hotel	4.72
Breakfast Allowance	3/9/2021		10.00
Lunch Allowance	3/9/2021		15.00
Dinner Allowance	3/9/2021		30.00
Incidental Allowance	3/9/2021		12.25
Mileage	3/10/2021	Hotel to BCLC	4.72
Mileage	3/10/2021	BCLC to Hotel	4.72
Breakfast Allowance	3/10/2021		10.00
Lunch Allowance	3/10/2021		15.00
Dinner Allowance	3/10/2021		30.00
Incidental Allowance	3/10/2021		12.25
Mileage	3/11/2021	Hotel to BCLC	4.72
Mileage	3/11/2021	BCLC to Ferry terminal	21.24
Mileage	3/11/2021	Ferry to Home	4.13
Breakfast Allowance	3/11/2021		10.00
Lunch Allowance	3/11/2021		15.00
Ferry	3/11/2021	Ferry to Victoria	90.50
Hotel	3/11/2021	Sutton Place Hotel	581.64
SUB-TOTAL			\$ 1,022.32

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Lynda Cavanaugh  
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Receipts Verified

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Alan Kerr, CFO

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Peter Kappel, Board Chair