



RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT
FISCAL 2021/2022

Lynda Cavanaugh

FROM: April 2021

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
Trip # 1000053871 - Meetings / Town Hall			
Mileage	4/6/2021	Home to Ferry	4.13
Mileage	4/6/2021	Ferry to Hotel	21.83
Ferry	4/6/2021	Victoria to Vancouver	75.90
Dinner Allowance	4/6/2021		30.00
Incidental Allowance	4/6/2021		12.25
Mileage	4/7/2021	Hotel to BCLC	4.72
Mileage	4/7/2021	BCLC to Hotel	4.72
Breakfast Allowance	4/7/2021		10.00
Lunch Allowance	4/7/2021		15.00
Dinner Allowance	4/7/2021		30.00
Incidental Allowance	4/7/2021		12.25
Mileage	4/8/2021	Hotel to BCLC	4.72
Mileage	4/8/2021	BCLC to Ferry	21.24
Mileage	4/8/2021	Ferry to Home	4.13
Breakfast Allowance	4/8/2021		10.00
Lunch Allowance	4/8/2021		15.00
Hotel	4/8/2021	Sutton Place Hotel	322.54
Ferry	4/8/2021	Vancouver to Victoria	75.90
SUB-TOTAL			\$ 674.33

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Lynda Cavanaugh
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Receipts Verified
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Alan Kerr, CFO

Gred Moore, Board Chair



RECORD OF TRAVEL EXPENSE & CLAIM FOR REIMBURSEMENT
FISCAL 2021/2022

Lynda Cavanaugh

FROM: June 2021

EMPLOYEE PAID EXPENSES

Expense Type	Date	Information	Amount CAD
Trip # 1000053961 - Board Meeting			
Mileage	6/2/2021	Home to Ferry	4.13
Mileage	6/2/2021	Ferry to Hotel	21.83
Ferry	6/2/2021	Victoria to Vancouver	75.90
Lunch Allowance	6/2/2021		15.00
Dinner Allowance	6/2/2021		30.00
Incidental Allowance	6/2/2021		12.25
Mileage	6/3/2021	Hotel to BCLC	4.72
Mileage	6/3/2021	BCLC to Ferry	21.24
Mileage	6/3/2021	Ferry to Home	4.13
Hotel	6/3/2021	Sutton Place Hotel	271.89
Breakfast Allowance	6/3/2021		10.00
Dinner Allowance	6/3/2021		30.00
Ferry	6/3/2021	Vancouver to Victoria	75.90
SUB-TOTAL			\$ 576.99

Trip # 1000053982 - Estimates /Board Meeting			
Mileage	6/14/2021	Home to Ferry	4.13
Mileage	6/14/2021	Ferry to Office	21.24
Mileage	6/14/2021	Office to Hotel	5.31
Ferry	6/14/2021	Victoria to Vancouver	75.90
Lunch Allowance	6/14/2021		15.00
Dinner Allowance	6/14/2021		30.00
Incidental Allowance	6/14/2021		12.25
Mileage	6/15/2021	Hotel to Office	5.31
Mileage	6/15/2021	Office to Hotel	5.31
Breakfast Allowance	6/15/2021		10.00
Lunch Allowance	6/15/2021		15.00
Dinner Allowance	6/15/2021		30.00
Incidental Allowance	6/15/2021		12.25
Mileage	6/16/2021	Hotel to Office	5.31
Mileage	6/16/2021	Office to Hotel	5.31
Breakfast Allowance	6/16/2021		10.00
Lunch Allowance	6/16/2021		15.00
Dinner Allowance	6/16/2021		30.00
Incidental Allowance	6/16/2021		12.25
Mileage	6/17/2021	Hotel to Office	5.31
Mileage	6/17/2021	Office to Ferry	20.65
Mileage	6/17/2021	Ferry to Home	4.13
Breakfast Allowance	6/17/2021		10.00
Lunch Allowance	6/17/2021		15.00
Hotel	6/17/2021	Residence Inn by Marriott	625.86
Ferry	2021.06.17	Vancouver to Victoria	92.90
SUB-TOTAL			\$ 1,093.42

Trip # 1000054038 - Meetings with Staff			
Mileage	6/27/2021	Home to Ferry	4.13
Mileage	6/27/2021	Ferry to Hotel (Kamloops)	215.94
Ferry	6/27/2021	Victoria to Vancouver	92.90
Lunch Allowance	6/27/2021		15.00
Dinner Allowance	6/27/2021		30.00
Incidental	6/27/2021		12.25
Breakfast Allowance	6/28/2021		10.00
Dinner Allowance	6/28/2021		30.00
Incidental Allowance	6/28/2021		12.25
Breakfast Allowance	6/29/2021		10.00
Lunch Allowance	6/29/2021		15.00
Dinner Allowance	6/29/2021		30.00
Incidental Allowance	6/29/2021		12.25
Breakfast Allowance	6/30/2021		10.00
Lunch Allowance	6/30/2021		15.00
Hotel	6/30/2021	Sandman Signature Hotel Kamloops	518.52
Ferry	6/30/2021		85.90
Mileage	6/30/2021		215.94
Mileage	6/30/2021		4.13
SUB-TOTAL			\$ 1,339.21

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Alan Kerr, CFO

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Receipts Verified

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Gred Moore, Board Chair