

## EXPENSE CLAIM FORM - President, VP, Board DINERS CARD

DATE September 1, 2015

ENDOR/STAFF#  
(as applicable)

30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

FIRST

MIDDLE

LAST

Permanent Mailing Address: AEA/Pentagram Banff Visit

Itinerary and Purpose of Travel/Expense: Business meetings (Ottawa) / Conference attending (Montreal)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	07/29/2015	Travel-Meals	3106	2100	797999		800	Meal (Jugo Juice)	\$ 10.40	\$ 0.52	\$ 10.92
2	07/29/2015	Travel-Incidentals	3107	2100	797999		800	Parking at Calgary Airport	\$ 52.45		\$ 52.45
3	07/29/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Gas (Petro Canada Canmore)	\$ 58.80	\$ 2.94	\$ 61.74
4			#N/A	2100	797999		800				\$ -
5			#N/A	2100	797999		800				\$ -
6			#N/A	2100	797999		800				\$ -
7			#N/A	2100	797999		800				\$ -
8			#N/A	2100	797999		800				\$ -
9			#N/A	2100	797999		800				\$ -
10			#N/A	2100	797999		800				\$ -
<b>Total Expenses : A</b>									<b>\$ 121.65</b>	<b>\$ 3.46</b>	<b>125.11</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100		800	58.80	2.94	61.74
3102	Travel-General (BOG)	797999	2100		800	-	-	-
3105	Travel-Accommodation	797999	2100		800	-	-	-
3106	Travel-Meals	797999	2100		800	10.40	0.52	10.92
3107	Travel-Incidentals	797999	2100		800	52.45	-	52.45
3610	Hosting	797999	2100		800	-	-	-
3611	Hosting (Alcohol)	797999	2100		800	-	-	-
6132	Travel Advance	797999	2100		800	-	-	-
	Other1	797999	2100		800	-	-	-
	Other2	797999	2100		800	-	-	-
	Other3	797999	2100		800	-	-	-
<b>Total</b>								<b>125.11</b>

Travel Advance	B		
Balance Due to Claimant	A-B	\$	125.11

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

115

Financial Services      Date

Return to Requestor (RTR)	Mail to Claimant
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	

**EXPENSE CLAIM FORM - President, VP, Board**

DATE September 1, 2015

VENDOR/STAFF#  
(as applicable)

VE-0344  
30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

FIRST MIDDLE LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Conference attending (Fresh 15, Barcelona) / Business meetings in Brussels

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	06/23/2015	Travel-General (Pres,VP)	3101	2100	797999		800	1 day metro ticket (tourist ticket - 7.60Euro @1.3792)	\$ 10.48		\$ 10.48
2	06/24/2015	Travel-General (Pres,VP)	3101	2100	797999		800	1 day metro ticket (tourist ticket - 7.60Euro @ 1.3877	\$ 10.55		\$ 10.55
3	06/20/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Taxi (15.05Euro @ 1.3918)	\$ 20.95		\$ 20.95
4	06/21/2015	Travel-Meals	3106	2100	797999		800	Meal (30.50Euro @ 1.3984)	\$ 42.65		\$ 42.65
5	06/20/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Taxi (30.00Euro @ 1.3918)	\$ 41.75		\$ 41.75
6	06/24/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Taxi (21.10Euro @ 1.3918)	\$ 29.37		\$ 29.37
7	06/24/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Taxi (45.00Euro @ 1.3918)	\$ 62.63		\$ 62.63
8	06/24/2015	Travel-Meals	3106	2100	797999		800	Meal (11.10Euro @ 1.3918)	\$ 15.45		\$ 15.45
9	06/26/2015	Travel-Meals	3106	2100	797999		800	Gum (1.20Euro @ 1.3786)	\$ 1.65		\$ 1.65
10	06/27/2015	Travel-Meals	3106	2100	797999		800	Meal (5.50Euro @ 1.3786)	\$ 6.89		\$ 6.89
<b>Total Expenses : A</b>									<b>\$ 242.37</b>	<b>\$ -</b>	<b>242.37</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100		800			
3102	Travel-General (BOG)	797999	2100		800	-	-	-
3105	Travel-Accommodation	797999	2100		800	-	-	-
3106	Travel-Meals	797999	2100		800			
3107	Travel-Incidentals	797999	2100		800	-	-	-
3610	Hosting	797999	2100		800	-	-	-
3611	Hosting (Alcohol)	797999	2100		800	-	-	-
6132	Travel Advance	797999	2100		800	-	-	-
	Other1	797999	2100		800	-	-	-
	Other2	797999	2100		800	-	-	-
	Other3	797999	2100		800	-	-	-
<b>Total</b>								<b>242.37</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 242.37

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

5  
9/15

Financial Services      Date

Return to Requestor (RTR)		Mail to Claimant	
Requestor Name (if RTR)			
Requestor Dept (if RTR)			
Prepared by (if not claimant)			

# EXPENSE CLAIM FORM - President, VP, Board

DATE September 1, 2015

VENDOR/STAFF# (as applicable) VE-0344  
30530

NAME Luke Sunderland  
(Claimant/Payee)

Position VP COO

FIRST MIDDLE LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Conference attending (Fresh 15, Barcelona) / Business meetings in Brussels

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
								total carried over from Page 1	\$ 242.37		\$ 242.37
11	06/27/2015	Travel-Meals	3106	2100	797999		800	Snack (2.50Euro @ 1.3786)	\$ 3.45		\$ 3.45
12	06/27/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Taxi (48.00Euro @ 1.3786)	\$ 66.17		\$ 66.17
13	06/28/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Metro card (3.30Euro @ 1.3843)	\$ 4.57		\$ 4.57
14	07/12/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 7.53	\$ 0.35	\$ 7.88
15			#N/A	2100	797999		800	<i>228.45 - 217.50</i>			\$ -
16			#N/A	2100	797999		800	<i>(115)</i>			\$ -
17			#N/A	2100	797999		800				\$ -
18			#N/A	2100	797999		800				\$ -
19			#N/A	2100	797999		800				\$ -
20			#N/A	2100	797999		800				\$ -
<b>Total Expenses : A</b>									<b>\$ 324.09</b>	<b>\$ 0.35</b>	<b>324.44</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)		2100			246.47	-	246.47
3102	Travel-General (BOG)		2100			-	-	-
3105	Travel-Accommodation		2100			-	-	-
3106	Travel-Meals		2100			77.62	0.35	77.97
3107	Travel-Incidentals		2100			-	-	<i>2049.10</i>
3610	Hosting		2100			-	-	-
3611	Hosting (Alcohol)		2100			-	-	-
6132	Travel Advance		2100			-	-	-
	Other1		2100			-	-	-
	Other2		2100			-	-	-
	Other3		2100			-	-	-
<b>Total</b>								<b>324.44</b>

Travel Advance	B	\$	247.10
Balance Due to Claimant	A-B	\$	77.34

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or receipt.

ENTERED SEP 16 2015

Date 9/11/15

Date 9/9/15

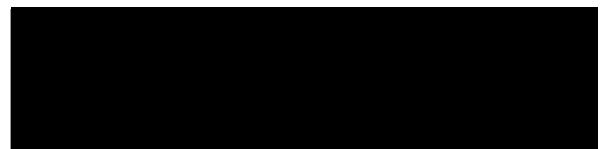
Date \_\_\_\_\_

Date \_\_\_\_\_

Date 15 2015

Date \_\_\_\_\_

Return to Requestor (RTR)	V	Mail to Claimant
Requestor Name (if RTR)		
Requestor Dept (if RTR)		
Prepared by (if not claimant)		



## EXPENSE CLAIM FORM - President, VP, Board

DATE July 17, 2015

UR/STAFF#  
(as applicable)

*VE-0344*  
30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

FIRST

MIDDLE

LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense:

Business appointment in Ottawa/Conference attendance in Montreal (May 21 - 28), Conference attendance in Barcelona (June 24-26)

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	05/27/2015	Travel-General (Pres,VP)	3101	2100	797999	800		Taxi	\$ 20.00		\$ 20.00
2	05/27/2015	Travel-Meals	3106	2100	797999	800		Food (Naked Juice -Starbucks)	\$ 4.34	\$ <del>0.20</del>	\$ 4.54
3	05/28/2015	Travel-Meals	3106	2100	797999	800		Food (Coffee - Starbucks)	\$ 2.69	\$ <del>0.12</del>	\$ 2.81
4	05/28/2015	Travel-General (Pres,VP)	3101	2100	797999	800		Taxi	\$ 60.00		\$ 60.00
5	06/23/2015	Travel-Meals	3106	2100	797999	800		Food (Platja Sant Sebasti, Barcelona - 69.90 Euro @ 1.32792)	\$ 92.82		\$ 92.82
6			#N/A	2100							\$ -
7			#N/A	2100							\$ -
8			#N/A	2100							\$ -
9			#N/A	2100							\$ -
10			#N/A	2100							\$ -
11			#N/A	2100							\$ -
<b>Total Expenses : A</b>											<b>180.17</b>

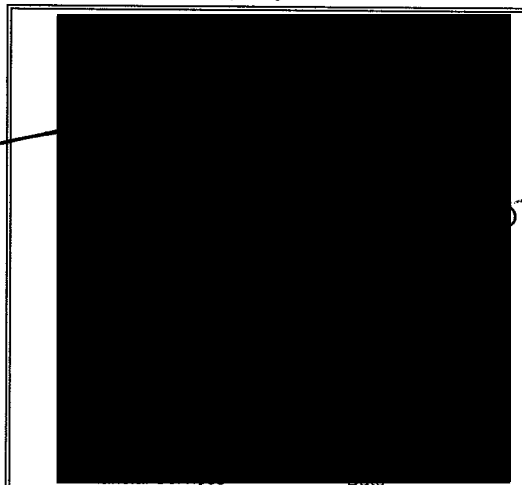
ENTERED JUL 31 2015

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100	800		80.00	-	80.00
3102	Travel-General (BOG)	797999	2100	800		-	-	-
3105	Travel-Accommodation	797999	2100	800		-	-	-
3106	Travel-Meals	797999	2100	800		99.85	0.32	100.17
3107	Travel-Incidentals	797999	2100	800		-	-	-
3610	Hosting	797999	2100	800		-	-	-
3611	Hosting (Alcohol)	797999	2100	800		-	-	-
6132	Travel Advance	797999	2100	800		-	-	-
	Other1	797999	2100	800		-	-	-
	Other2	797999	2100	800		-	-	-
	Other3	797999	2100	800		-	-	-
<b>Total</b>								<b>180.17</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 180.17

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

Return to Requestor (RTR)	V	Mall to Claimant
Requestor Name (if RTR)		
Requestor Dept (if RTR)		
Prepared by (if not claimant)		



**EXPENSE CLAIM FORM - President, VP, Board**  
**DINERS CLUB CARD**

DATE July 31, 2015

VENDOR/STAFF# (as applicable) 30530

NAME (Claimant/Payee) Luke Sunderland

Position VP COO

FIRST MIDDLE LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Conference attending (Montreal: May 25-28) / conference attending (Barcelona: June 24 - 26) 2 of 2

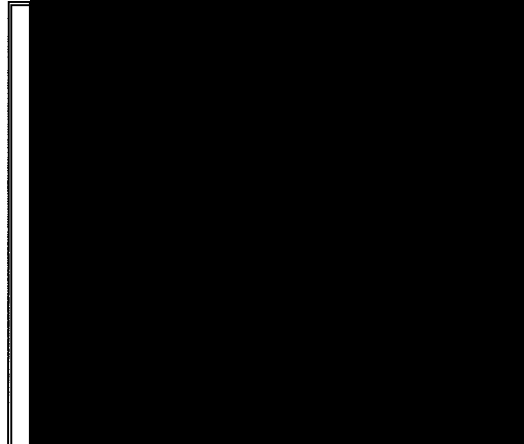
Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
								Total from Page #1	\$ 1,059.46	\$ 36.64	\$ 1,096.10
11	05/28/2015	Travel-Accomm.	3105	2100	797999		800	Hotel ALT Montreal (Accommodation)	\$ 1,235.93		\$ 1,235.93
12	05/28/2015	Travel-Meals	3106	2100	797999		800	The Hotel	\$ 77.04		\$ 77.04
13	05/28/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 11.50		\$ 11.50
14	06/19/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 9.80		\$ 9.80
15	06/22/2015	Travel-Incidentals	3107	2100	797999		800	Cash advance charge	\$ 9.88		\$ 9.88
16			#N/A								
17			#N/A								
18			#N/A								
19			#N/A								
20			#N/A								
<b>Total Expenses : A</b>									<b>\$ 2,403.61</b>	<b>\$ 36.64</b>	<b>2,440.25</b>

ENTERED AUG 04 2015

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres_VP)		2100			229.95	11.50	241.45
3102	Travel-General (BOG)		2100			-	-	-
3105	Travel-Accommodation		2100			1,744.73	23.13	1,767.86
3106	Travel-Meals		2100			171.95	2.01	173.96
3107	Travel-Incidentals		2100			256.98	-	256.98
3610	Hosting		2100			-	-	-
3611	Hosting (Alcohol)		2100			-	-	-
6132	Travel Advance		2100			-	-	-
	Other1		2100			-	-	-
	Other2		2100			-	-	-
	Other3		2100			-	-	-
<b>Total</b>								<b>2,440.25</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 2,440.25

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



Return to Requestor (RTR)		Mail to Claimant	
Requestor Name (if RTR)			
Requestor Dept (if RTR)			
Prepared by (if not claimant)			

# EXPENSE CLAIM FORM - President, VP, Board

DATE July 31, 2015

## DINERS CLUB CARD

VENDOR/STAFF#  
(as applicable)

30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

Permanent Mailing Address:

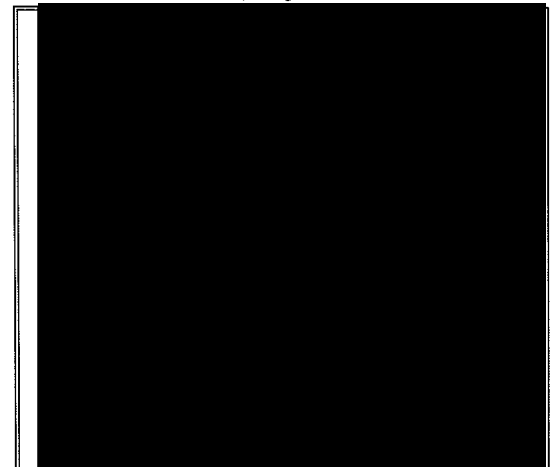
Itinerary and Purpose of Travel/Expense: Conference attending (Montreal: May 25-28) / conference attending (Barcelona: June 24 - 26) 1 of 2

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	05/28/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Parking at Calgary Airport	\$ 146.00	\$ 7.30	\$ 153.30
2a	05/28/2015	Travel-Accomm.	3105	2100	797999		800	Hotel ALT Montreal (Accommodation)	\$ 508.80	\$ 23.13	\$ 531.93
2b	05/28/2015	Travel-Meals	3106	2100	797999		800	Hotel ALT Montreal (Meal)	\$ 3.83	\$ 0.17	\$ 4.00
3	05/28/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 58.95	\$ 2.95	\$ 61.90
4	06/19/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 17.42	\$ 0.87	\$ 18.29
5	06/22/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Air Canada Baggage fee	\$ 25.00	\$ 1.25	\$ 26.25
6	06/19/2015	Travel-Meals	3106	2100	797999		800	Corso Restaurant, YYZ airport	\$ 19.34	\$ 0.97	\$ 20.31
7	06/19/2015	Travel-Incidentals	3107	2100	797999		800	Currency Exchange (CDN\$ to Euro)	\$ 247.10		\$ 247.10
8	06/19/2015	Travel-Meals	3106	2100	797999		800	Onboard meal <i>(returned Sept 2015 claim)</i>	\$ 3.00		\$ 3.00
9	06/24/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 16.15		\$ 16.15
10	06/24/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 13.87		\$ 13.87
<b>Total Expenses : A</b>									<b>\$ 1,059.46</b>	<b>\$ 36.64</b>	<b>1,096.10</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100		800	171.00	8.55	179.55
3102	Travel-General (BOG)	797999	2100		800	-	-	-
3105	Travel-Accommodation	797999	2100		800	508.80	23.13	531.93
3106	Travel-Meals	797999	2100		800	132.56	4.96	137.52
3107	Travel-Incidentals	797999	2100		800	247.10	-	247.10
3610	Hosting	797999	2100		800	-	-	-
3611	Hosting (Alcohol)	797999	2100		800	-	-	-
6132	Travel Advance	797999	2100		800	-	-	-
	Other1	797999	2100		800	-	-	-
	Other2	797999	2100		800	-	-	-
	Other3	797999	2100		800	-	-	-
<b>Total</b>								<b>1,096.10</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 1,096.10

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



Return to Requestor (RTR)		Mail to Claimant
Requestor Name (if RTR)		
Requestor Dept (if RTR)		
Prepared by (if not claimant)		

AUG - 7 2015

## EXPENSE CLAIM FORM - President, VP, Board DINERS CLUB CARD

DATE August 1, 2015

VENDOR/STAFF#  
(as applicable)

30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

FIRST MIDDLE LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Business meeting (Brussels June 24-27)

Receipt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	06/27/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 12.97		\$ 12.97
2	06/27/2015	Travel-Meals	3106	2100	797999		800	Meal	\$ 10.97		\$ 10.97
3a	06/27/2015	Travel-Meals	3106	2100	797999		800	Meal at the hotel (Crowne Plaza Brussels - Le Palace)	\$ 90.39		\$ 90.39
3b	06/27/2015	Travel-Accomm.	3105	2100	797999		800	accomodation in Brussels - Crown Plaza Brussels - Le Palace	\$ 625.90		\$ 625.90
4	07/10/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Banff Airporter	\$ 54.05	\$ 2.70	\$ 56.75
5	07/11/2015	Travel-General (Pres,VP)	3101	2100	797999		800	Air Canada baggage fee	\$ 25.00	\$ 1.25	\$ 26.25
6	07/12/2015	Travel-Meals	3106	2100	797999		800	Meal - Starbucks	\$ 7.53	\$ 0.35	\$ 7.88
7	07/12/2015	Travel-Meals	3106	2100	797999		800	Meal - Jugo Juice YYC	\$ 11.90	\$ 0.60	\$ 12.50
8	07/12/2015	Travel-Meals	3106	2100	797999		800	Meal - Air Canada onboard café	\$ 5.38	\$ 0.27	\$ 5.65
			#N/A	2100	797999		800				\$ -
10			#N/A	2100	797999		800				\$ -
<b>Total Expenses : A</b>									<b>\$ 844.09</b>	<b>\$ 5.17</b>	<b>849.26</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100		800	79.05	3.95	83.00
3102	Travel-General (BOG)	797999	2100		800	-	-	-
3105	Travel-Accommodation	797999	2100		800	625.90	-	625.90
3106	Travel-Meals	797999	2100		800	139.14	1.22	140.36
3107	Travel-Incidentals	797999	2100		800	-	-	-
3610	Hosting	797999	2100		800	-	-	-
3611	Hosting (Alcohol)	797999	2100		800	-	-	-
6132	Travel Advance	797999	2100		800	-	-	-
	Other1	797999	2100		800	-	-	-
	Other2	797999	2100		800	-	-	-
	Other3	797999	2100		800	-	-	-
<b>Total</b>								<b>849.26</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 849.26

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or

0

Aug 11/15

Aug 10/15

2015

Return to Requestor (RTR)	Mail to Claimant	
Requestor Name (if RTR)		
Requestor Dept (if RTR)		
Prepared by (if not claimant)		

**EXPENSE CLAIM FORM - President, VP, Board**

DATE August 4, 2015

**DINERS CLUB CARD**

VENDOR/STAFF#  
(as applicable)

30530

NAME  
(Claimant/Payee)

Luke Sunderland

Position

VP COO

FIRST

MIDDLE

LAST

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: Business meetings (Ottawa) / Conference attending (Montreal)

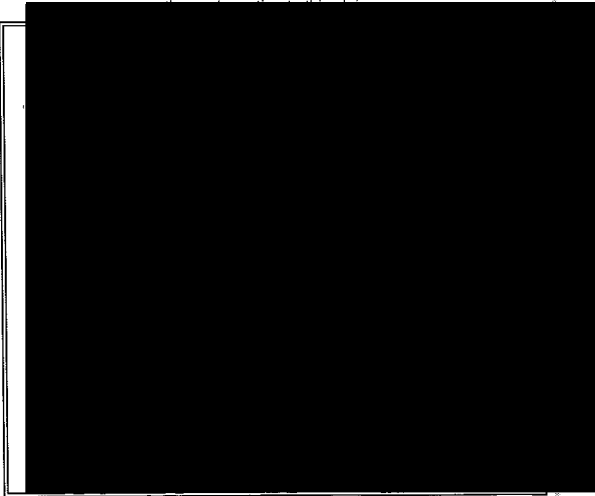
Receipt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description	NET Amount	GST Amount	Total Amount
1	05/14/2015	Travel-General (Pres,VP)	3101	2100	797999		800	REFUND- Via Rail	\$ (79.92)	\$ (3.70)	\$ (83.62)
2a			#N/A	2100	797999		800				\$ -
2b			#N/A	2100	797999		800				\$ -
3			#N/A	2100	797999		800				\$ -
4			#N/A	2100	797999		800				\$ -
5			#N/A	2100	797999		800				\$ -
6			#N/A	2100	797999		800				\$ -
7			#N/A	2100	797999		800				\$ -
8			#N/A	2100	797999		800				\$ -
9			#N/A	2100	797999		800				\$ -
10			#N/A	2100	797999		800				\$ -
<b>Total Expenses : A</b>									<b>\$ (79.92)</b>	<b>\$ (3.70)</b>	<b>(83.62)</b>

**ENTERED AUG 04 2015**

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	797999	2100		800	(79.92)	(3.70)	(83.62)
3102	Travel-General (BOG)	797999	2100		800	-	-	-
3105	Travel-Accommodation	797999	2100		800	-	-	-
3106	Travel-Meals	797999	2100		800	-	-	-
3107	Travel-Incidentals	797999	2100		800	-	-	-
3610	Hosting	797999	2100		800	-	-	-
3611	Hosting (Alcohol)	797999	2100		800	-	-	-
6132	Travel Advance	797999	2100		800	-	-	-
	Other1	797999	2100		800	-	-	-
	Other2	797999	2100		800	-	-	-
	Other3	797999	2100		800	-	-	-
<b>Total</b>								<b>(83.62)</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ (83.62)

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or



Return to Requestor (RTR)	Mail to Claimant
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	