

Travel and hospitality expense report - details  
 Catherine Wade, Director

**Travel Expenses - October 1 - December 31, 2018**

Date Paid	Period Covered	Purpose	Destination	Air fare	Other transportation	Accommodations	Meals and incidentals	Conference Fees	Cost
October 17, 2018	July 15 - 19, 2018	To attend Board meetings and site visit	Prince Rupert, BC	604.75	148.69	638.00	234.11		1,625.55
October 17, 2018	September 24 - 26, 2018	To attend Board meetings, site visit, and attend company 35 yr anniversary	Prince Rupert, BC	656.25		319.00			975.25
December 28, 2018	October 3 - 5, 2018	To attend training seminar	Ottawa, ON	956.00	216.14	413.92	256.77		1,842.83
December 28, 2018	September 1 - December 31, 2018	To attend various board and committee meetings	Vancouver, BC		128.33				128.33
December 28, 2018	December 7 - 8, 2018	To attend meetings with Management and attend annual Christmas celebration	Prince Rupert, BC	1,013.25	87.04	143.00	94.41		1,337.70
<b>Total</b>									<b>\$ 5,909.66</b>

**Hospitality - October 1 - December 31, 2018**

Date Paid	Period Covered	Event Description	Location	Attendees: (Employees/ Guests)	Cost
	October 1 - December 31, 2018	None to report			
<b>Total</b>					<b>\$ -</b>