

ATHABASCA UNIVERSITY EXECUTIVE EXPENSE REPORT

Dr. Frits Pannekoek

President

February 1, 2013 to March 31, 2013

1) Travel expenses

* "Transportation" includes airfare, public transportation, taxis, parking, mileage per diem, and fuel

** "Incidentals" includes registration fees, telephone calls, and internet charges

*** "Recovery" refers to reimbursements from external parties

Travel Date(s)	Destination	Purpose	Transportation*	Accommodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
Jan 16 to Feb 11	Edmonton, Calgary	Business meetings (4 trips, 7 meetings)	774.21	600.80	-	-	-	-	1,375.01
Feb 16 to Mar 9	Edmonton, Canmore	Business meetings (4 trips, 8 meetings)	199.24	761.92	-	-	74.20	-	1,035.36
			\$ 973.45	\$ 1,362.72	\$ -	\$ -	\$ 74.20	\$ -	\$ 2,410.37

Receipts for the respective expenses are attached. The balance represents per diem payments that are not receipted.

Please refer to the "Travel and Expense Claim Policy" for per diem rates. <http://ous.athabascau.ca/policy/finance/travelexpenseclaimpolicy.htm>



115

02-20-13

Frits Pannekoek Athabasca AB CA DESCRIPTION	Folio No.	: 149908	Room No.	: 518
	A/R Number	:	Arrival	: 01-14-13
	Group Code	:	Departure	: 01-15-13
	Company	: Athabasca University	Conf. No.	: 66158299
	Membership No.	: PC	Rate Code	: IPF05
	Invoice No.	:	Page No.	: 1 of 1

Date	Description	Charges	Credits
01-14-13	Parking	10.00	
01-14-13	*Room	134.00	
01-14-13	GST Tax	6.70	
01-14-13	Trsm Levy Tax	5.36	
01-14-13	Municipal DMF Tax	4.02	
01-14-13	Municipal DMF Tax GST	0.07	
01-14-13	Municipal DMF Tax Tourism Le	0.05	
01-15-13	American Express XXXXXXXXXXXX1009		160.20
Total		160.20	160.20
Balance		0.00	

Thank you for staying at Holiday Inn Express Downtown Edmonton. Qualifying points for this stay will automatically be credited to your account. To make additional reservations online, update your account information or view your statement please visit www.priorityclub.com. We look forward to welcoming you back soon.

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Express Downtown
 Edmonton10010 - 104 Street
 Canada T5J 0Z1 Edmonton, AB
 Telephone: (780) 423-2450 Fax: (780) 426-6090
 0GST #896724515





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02-20-13

Frits Pannekoek Athabasca AB CA DESCRIPTION	Folio No. :	150276	Room No. :	211
	A/R Number :		Arrival :	01-20-13
	Group Code :		Departure :	01-22-13
	Company :	Athabasca University	Conf. No. :	60895853
	Membership No. :	PC	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
01-20-13	Parking	10.00	
01-20-13	*Room	134.00	
01-20-13	GST Tax	6.70	
01-20-13	Trsm Levy Tax	5.36	
01-20-13	Municipal DMF Tax	4.02	
01-20-13	Municipal DMF Tax GST	0.07	
01-20-13	Municipal DMF Tax Tourism Le	0.05	
01-21-13	Parking	10.00	
01-21-13	*Room	134.00	
01-21-13	GST Tax	8.70	
01-21-13	Trsm Levy Tax	5.36	
01-21-13	Municipal DMF Tax	4.02	
01-21-13	Municipal DMF Tax GST	0.07	
01-21-13	Municipal DMF Tax Tourism Le	0.05	
01-22-13	American Express XXXXXXXXXXXX1009		320.40
Total		320.40	320.40
Balance		0.00	

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 Canada T5J 0Z1 Edmonton, AB
 Telephone: (780) 423-2450 Fax: (780) 426-6090
 0GST #896724515



130

02-20-13

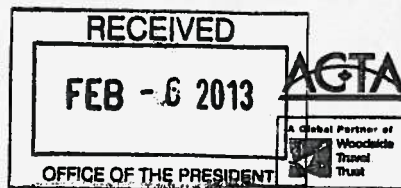
Frits Pannekoek	Folio No. : 150639	Room No. : 603
Athabasca AB	A/R Number :	Arrival : 01-27-13
CA DESCRIPTION	Group Code :	Departure : 01-28-13
	Company : Athabasca University	Conf. No. : 60813457
	Membership No. : PC	Rate Code : IPF05
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
01-27-13	Parking	10.00	
01-27-13	*Room	134.00	
01-27-13	GST Tax	6.70	
01-27-13	Trsm Levy Tax	5.36	
01-27-13	Municipal DMF Tax	4.02	
01-27-13	Municipal DMF Tax GST	0.07	
01-27-13	Municipal DMF Tax Tourism Le	0.05	
01-28-13	American Express XXXXXXXXXXXX1009		160.20
Total		160.20	160.20
Balance		0.00	

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SALES PERSON: 70 ITINERARY/INVOICE NO. 0240226 DATE: 01 FEB 13
CUSTOMER ABR: 010039 HL IRUD PAGE: 01

TO: ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE
ATHABASCA, AB T9S 3A3

**YOUR
ACCOUNTING
COPY**

FROM: PANNEKUEK/FRIIS DR REF: LRZ6FM

RECONFIRM RETURNING AND CONTINUING RESERVATIONS
72 HOURS IN ADVANCE FOR INTERNATIONAL FLIGHTS AND
SUGGEST 48 HOURS IN ADVANCE FOR DOMESTIC FLIGHTS
CAUTION: TICKETS HAVE VALUE IF UNUSED. RETURN FOR REFUND.

CONTACT LESLEY PAULL AT 780-906-2147 IN EMERGENCY
PLEASE CALL OR SEND TEXT MESSAGE IF NEED HELP

05 FEB 13 - TUESDAY

OTHER EDMONTON INTL AB
AIR CANADA LRZ6FM
RESERVATIONS 2117170993

BILLED TO AXXXXXXXXXXXX100Y
2.50 U.S.I./H.S.I.

#5
50.00*
2.50*
52.50

OTHER EDMONTON INTL AB
AIR CANADA CONFIRMATION LYBBAE
RESERVATIONS 2117280222

PANNEKUEK F
BILLED TO AXXXXXXXXXXXX100Y
12.56 U.S.I./H.S.I.

#6
251.12*
12.56*
263.68

AIR AIR CANADA FLI:8165 ECONOMY
OPERATED BY AIR CANADA EXPRESS - JAZZ
LV EDMONTON INTL AB 2130

EQP: DASH 8 TURBOPROP
53MIN
NON-STOP
REF: LYBBAE

AR CALGARY INTL AB 2223

PANNEKUEK/FRIIS AC-938604154
SEAT 2C

07 FEB 13 - THURSDAY

AIR AIR CANADA FLI:8162 ECONOMY CLASS
OPERATED BY AIR CANADA EXPRESS - JAZZ
LV CALGARY INTL AB 1930

EQP: DASH 8 TURBOPROP
54MIN
NON-STOP
REF: MBFJZM

AR EDMONTON INTL AB 2024

PANNEKUEK/FRIIS AC-938604154
SEAT SELECTION - 2D - FLIGHT AC8162

OTHER EDMONTON INTL AB

BOOKING MANAGEMENT FEE - 50.00
PROFESSIONAL FEE

BILLED TO AXXXXXXXXXXXX100Y
2.50 U.S.I./H.S.I.

#7
50.00*
2.50*
52.50

CONTINUED ON PAGE 2

④ ⑤ ⑥ ⑦

PAULL TRAVEL LTD.



10175-100A Street
 Edmonton, Alberta T5J 0R7
 Tel: (780) 428-6031
 Fax: (780) 425-5193
 E-mail: lesley@paultravel.com
 www.paultravel.com

SALES PERSON: 70 ITINERARY/INVOICE NO. 0240226 DATE: 01 FEB 13
 CUSTOMER NBR: 010039 HL IRUD PAGE: 02

TO: ATHABASCA UNIVERSITY
 1 UNIVERSITY DRIVE
 ATHABASCA, AB T9S 3A3

OR: PANNEKOEK/FRIIS DR REF: LR26FM

RECONFIRM RETURNING AND CONTINUING RESERVATIONS
 72 HOURS IN ADVANCE FOR INTERNATIONAL FLIGHTS AND
 SUGGEST 48 HOURS IN ADVANCE FOR DOMESTIC FLIGHTS
 CAUTION: TICKETS HAVE VALUE IF UNUSED. RETURN FOR REFUND.

07 FEB 13 - THURSDAY
 OTHER CALGARY INTL AB
 AIR CANADA CONFIRMATION MBFJZM
 RESERVATIONS 2117171916

PANNEKOEK F
 BILLED TO AXXXXXXXXXXXX1009
 11.41 U.S.T./H.S.T.

#4
 228.12*
 11.41*
 239.53

14 NOV 13 - MONDAY
 OTHER EDMONTON AB
 HAVE A SAFE AND PLEASANT TRIP

TOTAL BASE	515.00
TOTAL TAX	64.24
TOTAL U.S.T./H.S.T.	28.77
NET CC BILLING	608.21*

TOTAL AMOUNT DUE	0.00

CONTINUED ON PAGE 3

Paul Travel Ltd.
 10175 100A Street
 Edmonton, AB Canada T5J 0R7
 PH-(780)428-6031 FAX-(780)425-5193
 IATA#-60685085

Athabasca University
 1 University Drive
 Athabasca AB T9S 3A3
 Phone: +1 (780) 421-8700
 E-Mail: GAILB@ATHABASCAU.CA

Sale Invoice No: 240336
 Date Issued: 2/4/2013
 Agent: 70 - Donna

Passenger Type	From	Ticket/Conf No	Department To	Depart Date Airline/Vendor Flight	Return Date A/L Depart	Remarks GST/HST	Total Fare	Arrive
Pannekoek/Frits Dr Non-BSP Air	YEG Edmonton	2117374719	YYC Calgary	2/5/2013 Air Canada Internet 8149	2/5/2013 AC	LRZ6FM 1.75 2/5/2013 3:00:00 PM	36.75	2/5/2013 3:53:00 PM
Pannekoek/Frits Dr Sfee- Non BSP				2/7/2013 Service Fee		LRZ6FM 1.75	36.75	
Pannekoek/Frits Dr Non-BSP Air		2117374719 CHANGE FEE		2/7/2013 Air Canada Internet	2/7/2013	LRZ6FM 2.50	52.50	

Payments Applied To This Invoice

AX 37-XXXX-1009	Received	2/4/2013	Pymt For Inv #240336	-36.75	CDN
AX 37-XXXX-1009	Received	2/4/2013	Pymt For Inv #240336	-36.75	CDN
AX 37-XXXX-1009	Received	2/4/2013	Pymt For Inv #240336	-52.50	CDN
				-126.00	

GST/HST Total: 6.00
 Invoice Total: 126.00
 Payment Total: -126.00
 Balance Due: 0.00

8, 9, 10



115

03-26-13

Frits Pannekoek	Folio No. : 151673	Room No. : 604
Athabasca University	A/R Number :	Arrival : 02-14-13
Athabasca Ab	Group Code :	Departure : 02-15-13
Athabasca A!	Company : Government Alberta	Conf. No. : 65234902
CA DESCRIPTION	Membership No. :	Rate Code : IMCGV
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
02-14-13	Parking	10.00	
02-14-13	*Room	134.00	
02-14-13	GST Tax	6.70	
02-14-13	Trsm Levy Tax	5.36	
02-14-13	Municipal DMF Tax	4.02	
02-14-13	Municipal DMF Tax GST	0.20	
02-14-13	Municipal DMF Tax Tourism Le	0.16	
02-15-13	American Express XXXXXXXXXXXX1009		160.44
Total		160.44	160.44
Balance		0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

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 Edmonton10010 - 104 Street
 Canada T5J 0Z1 Edmonton, AB
 Telephone: (780) 423-2450 Fax: (780) 426-6090
 0GST #896724515
 www.hiexdowntown.com

1



SALES PERSON: 70
CUSTOMER NBR: 010039

ITINERARY/INVOICE NO. 0241603
CWHGFF

DATE: 28 FEB 13
PAGE: 01

TO: ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE
ATHABASCA, AB T9S 3A3

**YOUR
ACCOUNTING
COPY**

FOR: PANNEKOEK/FRITS DR

REF: M8FJZM

RECONFIRM RETURNING AND CONTINUING RESERVAT
72 HOURS IN ADVANCE FOR INTERNATIONAL FLIGHTS
SUGGEST 48 HOURS IN ADVANCE FOR DOMESTIC FLIC
CAUTION: TICKETS HAVE VALUE IF UNUSED. RETURN FOR REF

CONTACT LESLEY PAULL AT 780-906-2147 IN EMERGENCY

PLEASE CALL OR SEND TEXT MESSAGE IF NEED HELP

05 MAR 13 - TUESDAY

AIR AIR CANADA FLT:8154 ECONOMY
OPERATED BY AIR CANADA EXPRESS - JAZZ
LV CALGARY INTL AB 1700

EQP: DH4
52MIN

AR EDMONTON INTL AB 1752

NON-STOP
REF: M8FJZM

PANNEKOEK/FRITS AC-938604154
SEAT SELECTION - 2D - FLIGHT AC8154

OTHER EDMONTON INTL AB
BOOKING MANAGEMENT FEE - 50.00
PROFESSIONAL FEE

BILLED TO AXXXXXXXXXXXXX1009
2.50 G.S.T./H.S.T.

#5
50.00*
2.50*

52.50

OTHER EDMONTON INTL AB
AIRCANADA CONFIRMATION M8FJZM
RESERVATIONS 2118372281

BILLED TO AXXXXXXXXXXXXX1009
2.50 G.S.T./H.S.T.

#3
50.00*
2.50*

52.50

RESERVATIONS 2118372281

BILLED TO AXXXXXXXXXXXXX1009
1.40 G.S.T./H.S.T.

#2
28.00*
1.40*

29.40

30 NOV 13 - SATURDAY

OTHER EDMONTON AB
HAVE A SAFE AND PLEASANT TRIP

TOTAL BASE	128.00
TOTAL TAX	0.00
TOTAL G.S.T./H.S.T.	6.40
NET CC BILLING	134.40*

TOTAL AMOUNT DUE 0.00

CONTINUED ON PAGE 2

#2 #3 #5



115

03-01-13

Frits Pannekoek	Folio No. : 152563	Room No. : 714
	A/R Number :	Arrival : 02-28-13
CA DESCRIPTION	Group Code :	Departure : 03-01-13
	Company : Athabasca University	Conf. No. : 64481174
	Membership No. : PC 147904439	Rate Code : IPF05
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
02-28-13	*Room	134.00	
02-28-13	GST Tax	6.70	
02-28-13	Trsm Levy Tax	5.36	
02-28-13	Municipal DMF Tax	4.02	
02-28-13	Municipal DMF Tax GST	0.20	
02-28-13	Municipal DMF Tax Tourism Le	0.16	
03-01-13	American Express XXXXXXXXXXXX1009		150.44
<p>Thank you for staying at Holiday Inn Express Downtown Edmonton. Qualifying points for this stay will automatically be credited to your account. To make additional reservations online, update your account information or view your statement please visit www.priorityclub.com. We look forward to welcoming you back soon.</p>		Total	150.44
		Balance	0.00

Guest Signature: _____

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YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6H-1C2
780-462-3456

Id:4502412478253
#:0759
PURCHASE
d #:XXXXXXXXXXXX1009

APPROVED

AMOUNT	CAD\$ 100.00
	CAD\$ 0.25
	=====
AL	CAD\$ 63.25

#1 S
#: 566528
BOOK ON LINE AT EDMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

: 2013/03/05 Time: 18:57:55
use: AUTH 566528

CUSTOMER COPY



Frits Pannekoek
Canada

Room No. : 353
Arrival : 03-03-13
Departure : 03-05-13
Page No. : 1 of 1
Folio No. : 1121000
Conf. No. : 1183760
Cashier No. : 120

INFORMATION INVOICE

Membership No. :
A/R Number :
Group Code : 1303SCHBOA
Company Name : Alberta School Boards Associa

03-05-13 06:48:28 AM EST

Date	Text	Charges	Credits
		105.00	
03-03-13	Package Room Rate	12.89	
03-03-13	Room %5 GST	105.00	
03-04-13	Package Room Rate	12.89	
03-04-13	Room %5 GST		235.78
03-05-13	American Express		
	XXXXXXXXXXXX1009 XX/XX		
Room GST	10.82	Other PST	8.66
		Other GST	0.00
Net Amount	216.30	CAD	
Total		235.78	235.78
Balance			0.00

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Thank You For Staying With Us

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these charges.

Guest Signature _____
GST# 865543425

Radisson Hotel & Conference Center
511 Bow Valley Trail
Canmore, Alberta T1W 1N7
Telephone: (403) 678-3625 Fax: (403) 678-5534

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

Frits Pannekoek
 1 University Drive
 Athabasca, AB T9S 3A3
 Canada
 Email: GAYLEB@ATHABASCAU.CA

Page Number : 1 Invoice Nbr: 1000104509
 Guest Number: 746849 Arrive Date: 07-MAR-13 19:37
 Folio ID : A Depart Date: 08-MAR-13 07:38
 No. Of Guest: 2
 Room Number : 1720
 Room Rate : 139.00
 Club Account:

Tax Invoice

Tax ID: 861336493RT0005
 The Westin Edmonton 08-MAR-13 07:39 BRADSMO

Date	Reference	Description	Charges	Credits
07-MAR-13	G598	Internet And/or Business C	9.48	5109
07-MAR-13	G598	GST	0.47	
07-MAR-13	4768	Share Lounge	21.95	5104
07-MAR-13	RT1720	Room Charge	139.00	
07-MAR-13	RT1720	GST	7.16	5103
07-MAR-13	RT1720	DMF	4.17	
07-MAR-13	RT1720	Tourism Levy	5.73	
07-MAR-13	RT1720	Parking Self	26.00	5109
07-MAR-13	RT1720	GST	1.30	
08-MAR-13	AX	American Express		-215.26
		** Total	215.26	-215.26
		*** Balance	0.00	

Continued on the next page



107 JANICE B

Tbl 51/1 Chk 427 Gst 3
Mar08'13 12:04PM

1 SOFT DRINK	3.00
1 ICED TEA	4.00
1 COFFEE	4.00
2 ESPRESSO @ 4.00	8.00
3 FEATURE RISOTTO @ 15.00	45.00
Subtotal	64.00
64.00 GST Percent	3.20
Amount Due	67.20

WILDFLOWER RESTAURANT
10009 107th Street
Edmonton, AB
T5J 1J1
780-990-1938

** TRANSACTION RECORD **

Tran. #: 23109

Check #: 427
Employee #: 107
Employee Name: JANICE B
Workstation #: 1

American Express
Pre-Auth Purchase
xxxxxxxxxxx1009 S

Amount \$67.20

Tip \$ 7.00

TOTAL \$ 74.20

APPROVED 528415
00-000 528415
S0001T0001/WILDFC01
398001001009
2013/03/08 12:45:01

Customer Copy