

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Dr. Cindy Ives
Acting Vice President, Academic
August 1 to September 30, 2014

1) Travel expenses

- * "Transportation" includes airfare, public transportation, taxis, parking, mileage per diem, and fuel
- ** "Incidentals" includes registration fees, telephone calls, internet charges, etc
- *** "Recovery" refers to reimbursements from external parties

Travel Date(s)	Destination	Purpose	Transportation*	Accommodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
Jul 24 - 25	St. Albert and Edmonton	Business Meetings	153.60	150.22	30.00	-	-	-	333.82
Jul 28 - 30 Jul 30 - Jul 31	Calgary and Edmonton	Business Meetings	427.20	777.36	135.00	-	-	-	1,339.56
Aug 5	Edmonton	Business Meetings	153.60	-	-	-	-	-	153.60
Aug 13 - 15	Edmonton	Business Meetings	153.60	322.88	65.00	-	-	-	541.48
Aug 18 - 19	Edmonton	Business Meetings	153.60	161.44	-	-	-	-	315.04
			\$ 1,041.60	\$ 1,411.90	\$ 230.00	\$ -	\$ -	\$ -	\$ 2,683.50

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>

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07-25-14

Cindy Ives	Folio No. :	183727	Room No. :	508
	A/R Number :		Arrival :	07-24-14
	Group Code :		Departure :	07-25-14
	Company :	Athabasca University	Conf. No. :	64046663
	Membership No. :	PC 137362297	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
07-24-14	Parking	11.00	
07-24-14	*Room	124.00	
07-24-14	GST Tax	6.20	
07-24-14	Trsm Levy Tax	4.96	
07-24-14	Municipal DMF	3.72	
07-24-14	Municipal DMF GST	0.19	
07-24-14	Municipal DMF Tourism Levy	0.15	
07-25-14	Visa XXXXXXXXXXXXXXX4740		150.22
Total		150.22	150.22
Balance		0.00	

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Guest Signature: _____

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209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6
Tel: 403-266-1980 Fax: 403-266-0007

ATHABASCA UNIVERSITY
Dr Cindv Ives

Room: 1516
Folio: 352065
Cashier: 177
Arrival: 07-28-14
Departure: 07-30-14

Date	Description	Additional Information	Charges	Credits
07-28-14	Room Charge		269.00	
07-28-14	Room GST		13.85	
07-28-14	Tourism Levy		11.08	
07-28-14	DMF - Destination Marketing Fee		8.07	
07-28-14	Parking - Daily		20.00	
07-28-14	Parking - GST		1.00	
07-29-14	Room Charge		269.00	
07-29-14	Room GST		13.85	
07-29-14	Tourism Levy		11.08	
07-29-14	DMF - Destination Marketing Fee		8.07	
07-29-14	Parking - Daily		20.00	
07-29-14	Parking - GST		1.00	
07-30-14	Visa	XXXXXXXXXXXX	XX/XX	646.00

GST Summary	
Registration No: 826085417	
Room	27.70
F&B	0.00
Other	2.00
Total	29.70

Total	646.00	646.00
Balance Due	0.00	CDN

Guest Signature: _____

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07-31-14

Cindy Ives	Folio No. :		Room No. :	810
	A/R Number :		Arrival :	07-30-14
	Group Code :		Departure :	07-31-14
	Company :	Athabasca University	Conf. No. :	65518346
	Membership No. :	PC	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
07-30-14	Parking	11.00	
07-30-14	*Room 134.00 Split into 107.20 (20.00%) and 26.80.	107.20	
07-30-14	GST Tax	5.36	
07-30-14	Trsm Levy Tax	4.29	
07-30-14	Municipal DMF	3.22	
07-30-14	Municipal DMF GST	0.16	
07-30-14	Municipal DMF Tourism Levy	0.13	
07-31-14	Visa XXXXXXXXXXXXX		131.36
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihgwardsclub.com/review. We look forward to welcoming you back soon.		Total	131.36
		Balance	0.00

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08-15-14

Cindy Ives	Folio No. :	184851	Room No. :	710
	A/R Number :		Arrival :	08-13-14
	Group Code :		Departure :	08-15-14
	Company :	Athabasca University	Conf. No. :	62182634
	Membership No. :	PC	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
08-13-14	Parking	11.00	
08-13-14	*Room	134.00	
08-13-14	GST Tax	6.70	
08-13-14	Trsm Levy Tax	5.36	
08-13-14	Municipal DMF	4.02	
08-13-14	Municipal DMF GST	0.20	
08-13-14	Municipal DMF Tourism Levy	0.16	
08-14-14	Parking	11.00	
08-14-14	*Room	134.00	
08-14-14	GST Tax	6.70	
08-14-14	Trsm Levy Tax	5.36	
08-14-14	Municipal DMF	4.02	
08-14-14	Municipal DMF GST	0.20	
08-14-14	Municipal DMF Tourism Levy	0.16	
08-15-14	Visa XXXXXXXXXXXXX		322.88

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Total	322.88	322.88
Balance	0.00	

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08-19-14

Cindy Ives	Folio No. :	185072	Room No. :	516
	A/R Number :		Arrival :	08-18-14
	Group Code :		Departure :	08-19-14
	Company :	Athabasca University	Conf. No. :	64021750
	Membership No. :	PC	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
08-18-14	Parking	11.00	
08-18-14	*Room	134.00	
08-18-14	GST Tax	6.70	
08-18-14	Trsm Levy Tax	5.36	
08-18-14	Municipal DMF	4.02	
08-18-14	Municipal DMF GST	0.20	
08-18-14	Municipal DMF Tourism Levy	0.16	
08-19-14	Visa XXXXXXXXXXXXX		161.44
Total		161.44	161.44
Balance		0.00	

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