

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Peter MacKinnon
President
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
Jun 10 - 14	Athabasca (from Saskatoon)	Attend Convocation	618.72	-	-	-	-	-	618.72
Jul 1 - 31	Edmonton, Calgary	Business Meetings	623.60	1,366.97	280.00	-	121.65	-	2,392.22
Aug 19 & 28	Edmonton	Business Meetings	87.00	235.84	-	-	-	-	322.84
			\$ 1,329.32	\$ 1,602.81	\$ 280.00	\$ -	\$ 121.65	\$ -	\$ 3,333.78

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>



Mount Royal University Residence Services

GST Reg#: 11 904 7959

200 Mount Royal Circle SW
Calgary AB
T3E7P7

Telephone: (403) 440 6275
Fax: (403) 440 6281

Statement

8/07/2014

Statement between dates: 7/1/2014 21:33 - 8/1/2014 21:33

Room: B208

MackInnon, Pete (Pete)

NOTE: All Charges and Adjustments include GST where applicable.

Date	Type	Group	Description	Debit	Credit	GST	TRSM	Balance
7/8/2014 17:01:27	CHRG	CasG-U	CasG <29 Days External: 7/8 - 7/11/2014 @ \$98.10	294.30		13.50	10.80	294.30 Dr
7/8/2014 17:01:55	PAYM	CasG-U	Payment		294.30			0.00 Dr

Tax Total:	24.30 Dr
GST Total:	13.50 Dr
TRSM Levy:	10.80 Dr
Balance Due Including Tax:	0.00 Dr



Courtyard by Marriott
Edmonton Downtown

1 Thornton Court Nw
Edmonton, Ab T5j 2e7
T 780.423.9999

Pgs Amex

P. Mackinnon

Room: 414

Room Type: GENR

Number of Guests: 1

Rate: \$169.00

Clerk:

Arrive: 10Jul14

Time: 02:38PM

Depart: 11Jul14

Time:

Folio Number: 67444

Date

Description

Charges

Credits

10Jul14	Room Charge	169.00	
10Jul14	Marketing Fee	5.07	
10Jul14	Gst 831018205	8.70	
10Jul14	Tourism Levy	6.76	
10Jul14	Daily Parking	23.81	
10Jul14	Gst 831018205	1.19	
11Jul14	American Express		214.53

Card #: AXXXXXXXXXXXXXXXXX1 XXX
Amount: 214.53 Auth: 142605 Signature on File
This card was electronically swiped on 10Jul14

Balance: 0.00

As a Rewards Member, you could have earned points toward your free dream vacation today. Start earning points and elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

Description	Tax
Gst Room	8.70
Hst Room	6.76

Thank You For Choosing Courtyard By Marriott Edmonton Downtown

As requested, a final copy of your bill will be emailed to you at: peter.mackinnon@usask.ca. See "Internet Privacy Statement" on Marriott.com.



Courtyard by Marriott
Edmonton Downtown

1 Thornton Court Nw
Edmonton, Ab T5j 2e7
T 780.423.9999

Dars Amy

Peter/Mr Mackinnon

Room: 218

Room Type: GENR

Number of Guests: 1

Rate: \$179.00

Clark: KYR

Arrive: 13Jul14

Time: 10:21PM

Depart: 16Jul14

Time: 08:44AM

Folio Number: 67832

Date

Description

Charges

Credits

13Jul14	Room Charge	169.00	
13Jul14	Marketing Fee	5.07	
13Jul14	Gst 831018205	8.70	
13Jul14	Tourism Levy	6.78	
13Jul14	Daily Parking	23.81	
13Jul14	Gst 831018205	1.19	
14Jul14	Room Charge	179.00	
14Jul14	Marketing Fee	5.37	
14Jul14	Gst 831018205	9.22	
14Jul14	Tourism Levy	7.16	
14Jul14	Daily Parking	23.81	
14Jul14	Gst 831018205	1.19	
15Jul14	American Express		440.28

Card #: AXXXXXXXXXXXXXXXXX XXXX
Amount: 440.28 Auth: 572691 Signature on File
This card was electronically swiped on 13Jul14

Balance: 0.00

Rewards Account # XXXXX Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

Description	Tax
Gst Room	17.92
Hst Room	13.92

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MacEwan University
Robbins Parkade
RECEIPT C4

ENTRY TIME:
07/14/14 11:03
EXIT TIME:
07/14/14 16:00
PARK-DUR.: HRS:MIN
0:04:57

AMOUNT; \$ 17.00

KIND OF PAYMENT:
CASH
GST No. R107448219
MACEWAN UNIVERSITY
60DB



Courtyard by Marriott
Edmonton Downtown

1 Thornton Court Nw
Edmonton, Ab T5J 2e7
T 780.423.9999

P. Mackinnon

Room: 602
Room Type: GENR
Number of Guests: 1
Rate: \$164.00 Clerk:

Arrive: 23Jul14 Time: 06:38PM Depart: 25Jul14 Time: Follo Number: 68705

Date	Description	Charges	Credits
23Jul14	Business Package	164.00	
23Jul14	Marketing Fee	4.92	
23Jul14	Gst 831018205	8.45	
23Jul14	Tourism Levy	6.56	
23Jul14	Daily Parking	23.81	
23Jul14	Gst 831018205	1.19	
24Jul14	Business Package	164.00	
24Jul14	Marketing Fee	4.92	
24Jul14	Gst 831018205	8.45	
24Jul14	Tourism Levy	6.56	
24Jul14	Daily Parking	23.81	
24Jul14	Gst 831018205	1.19	
25Jul14	American Express		417.86
	Card #: AXXXXXXXXXXXXXXX XXX		
	Amount: 417.86 Auth: 169670 Signature on File		
	This card was electronically swiped on 23Jul14		
	Balance:	0.00	

As a Rewards Member, you could have earned points toward your free dream vacation today. Start earning points and elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

Description	Tax
Gst Room	16.90
Hst Room	13.12

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Want your final hotel bill by email? Just ask the Front Desk! See "Internet Privacy Statement" on Marriott.com.

quest!

ALLEGRO ITALIAN KITCHEN
10011 109 STREET
EDMONTON AB

CARD *****1007
CARD TYPE AMEX
DATE 2014/07/29
TIME 3104 14:27:08
RECEIPT NUMBER
C06013655-001-261-001-0

PURCHASE
AMOUNT \$41.42
TIP \$8.28
TOTAL

\$49.70

AMERICAN EXPRESS
A000000025010801
9309652DEF2493E3
0000008000-EB00
9F7A662F366A1D31
0000008000-FB00

APPROVED

AUTH# 880819 00-025
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

THE CAJUN HOUSE
SUITE 102 7 ST ANNE ST
ST ALBERT, AB
T8N 2X4
780-460-8772

DEBIT SALE

MID: 8026849037
TID: 0089250008026849037004
REF#: 00000001

Batch # 079 RRN: 000529290725
07/26/14 12:42:09

APPR CODE: 228651
Trace: 1

DEBIT/CHEQUING Chip
*****3792

AMOUNT \$61.95
TIP \$10.00
TOTAL \$71.96

APPROVED - 00

Interac
AID: A0000002771010
TVR: 00 00 00 80 00
TS: E8 00

THANK YOU / MERCI

CUSTOMER COPY

Invoice

8/28/2014, 2:49:00 P

From: itinerary@redarrow.ca

To:

Logo

Invoice

Date: 2014-08-2

Bill To:

ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE
ATHABASCA, ABT9S 3A3

You can reach u

Lethbric

Order#	Ordered	Customer#	P.O.	Group Name	Departing	Returning	Sales Rep	Sales Agen
1283369	2014-08-28	71878	-	-	2014-09-29	2014-09-29	-	HOLLY

Travellers:

MACKINNON/PETER

Product	Details	Duration	Price Basis	Qty	Each	Billed
CALEDM 14:00 Assigned to: 03A	Departs Calgary (CALTO / Calgary Ticket Office) 2014-09-29 at 14:00 Arrives Edmonton (EDMTO / Edmonton Ticket Office) 2014-09-29 at 17:50	3 hrs 50 mins	Corporate 1	1	69.52	73.

Payments Received:

Date	From	Reference	Amount
2014-08-28	PETER MACKINNON	Visa *****	73.00 CAD

Base Price: 69.52 CA
Discounts: 0.00 CA
Service Charges: 0.00 CA
GST: 3.48 CA
Invoice Total: 73.00 CA
Commission: 0.00 CA
Received: 73.00 CA
Balance: 0.00 CA

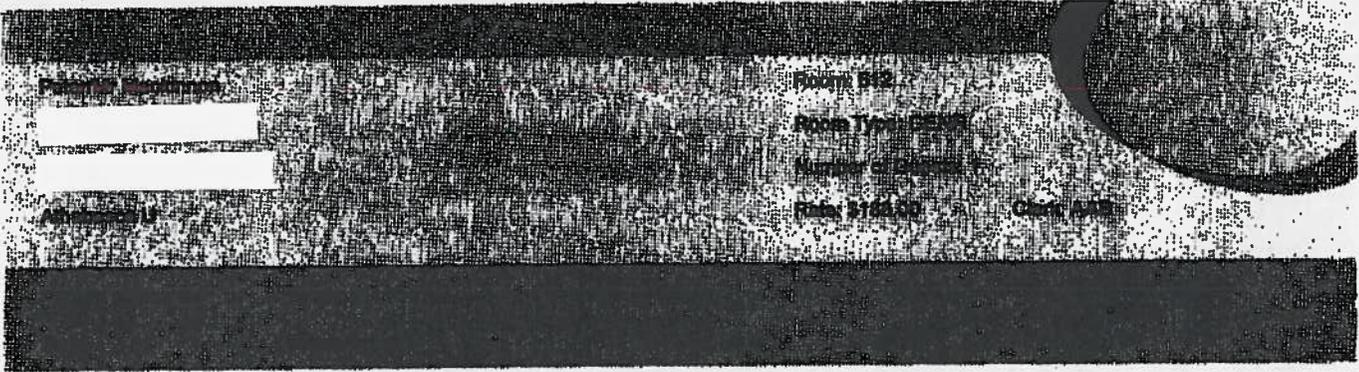
TERMS: DUE UPON RECEIPT
GST# BN139981476

If you wish to time change, date change, or cancel for a full refund - 30 minutes notice
Failure to arrive on time or no showing for your departure will result in forfeit of full
**Red Arrow will not be responsible for the loss of or damage to checked luggage in excess



Courtyard by Marriott
Edmonton Downtown

1 Thornton Court Nw
Edmonton, Ab T5j 2e7
T 780.423.9999



18Aug14	Room Charge	188.00	
18Aug14	Marketing Fee	5.64	
18Aug14	Get 831018205	9.68	
18Aug14	Tourism Levy	7.52	
18Aug14	Daily Parking	23.81	
18Aug14	Get 831018205	1.19	
18Aug14	Visa		235.84

Card #: VXXXXXXXXXXXXXXXXX3490XXXX
Amount: 235.84 Auth: 001074 Signature on File
This card was electronically swiped on 18Aug14

Balance: 0.00

Rewards Account # XXXXX5578. Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

Description	Tax
Get Room	9.68
Hst Room	7.52

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