

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Dr. Alexander Kondra
Acting Vice President, Academic
December 1, 2013 to January 31, 2014

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
Oct 28 to Nov 20	Edmonton, Calgary, St. Albert	Business meetings (5 trips)	1,066.05	187.79	90.00	30.00	-	-	1,373.84
Dec 4 to 20	Edmonton, St. Albert	Business meetings (4 trips)	552.00	676.16	130.00	50.00	65.10	-	1,473.26
			\$ 1,618.05	\$ 863.95	\$ 220.00	\$ 80.00	\$ 65.10	\$ -	\$ 2,847.10

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>

7000



N/A Alex Kondra
1 University Dr
Athabasca AB T9S 3A3
Canada

Room Number: 0907
Arrival Date: 11-20-13
Departure Date: 11-21-13
Page No: 1 of 1
Confirmation No 11354583

INVOICE

Folio No: 164800

11-21-13

Date	Description	Charges	Credits
11-20-13	Room Revenue	145.00	
11-20-13	Destination Marketing Fee - 3%	4.35	
11-20-13	Tourism Levy - 4%	5.97	
11-20-13	Room GST - 5%	7.47	
11-21-13	Visa XXXXXXXXXXXXXXX7284 XX/XX		162.79
Total		162.79	162.79
Balance		0.00	

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #86634 4302 RT 0001

43065

RECEIVED
NOV 22 2013
FINANCE

THE Fairmont
HOTEL MACDONALD

10065 - 100 Street
Edmonton, AB, Canada T5J 0N6
T (780) 424-5181 F (780) 429-6481

Room : 0734
Folio # : 322777
Cashier # : 1052
Page # : 1 of 1
Group Name : CMA Alberta Convocation Events

Certified Management Accountants of

Mr Alex Kondra
Unknown

Arrival : 11-16-13
Departure : 11-17-13

Date	Description	Additional Information	Charges	Credits
11-16-13	Parking - Self Service	PPE 890	25.00	
11-16-13	Parking - GST		1.25	
11-17-13	Visa	XXXXXXXXXXXXXXXX7284 XX/XX		26.25
Total			26.25	26.25
Balance Due			0.00	

GST Summary

Room	0.00
F&B	0.00
Other	1.25
Total	1.25

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay, please contact Mr Garrett Turta, General Manager, at Garrett.Turta@fairmont.com. We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

For information or reservations, visit us at www.fairmont.com or call Fairmont Hotels & Resorts from: United States or Canada 1 800 441 1414
Pour information et réservations visitez notre web au www.fairmont.com ou téléphoner au Hôtels Fairmont de: États-Unis ou Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Je me porte personnellement responsable du règlement total de cette note au cas où la compagnie, l'association ou son représentant désigné en refuserait le paiement. Les comptes en souffrance sont sujets à un intérêt de 1,5% par mois après un mois. (18,00% par année).
J'ai accepté la livraison du journal The Globe and Mail. Si j'avais refusé, j'aurais pu obtenir un crédit à mon compte de 1,00\$ par jour (du Lundi au Vendredi) et de 2,00\$ le Samedi. (Dans les hôtels participants.)

Thank you for choosing to stay with Fairmont Hotels & Resorts
Merci d'avoir choisi les Hôtels Fairmont

MATRIX
HOTEL

Mrs. Alex Kondra
1 University Dr
Athabasca AB T9S 3A3
Canada

Room Number: 0504
Arrival Date: 12-04-13
Departure Date: 12-06-13
Page No: 1 of 2
Confirmation No 11435080

INVOICE

Folio No: 166428

12-06-13

Date	Description	Charges	Credits
12-04-13	Room Revenue	145.00	
12-04-13	Destination Marketing Fee - 3%	4.35	
12-04-13	Tourism Levy - 4%	5.97	
12-04-13	Room GST - 5%	7.47	
12-05-13	Green Program Credit	-5.00	
12-05-13	Green Program Credit	-5.00	
12-05-13	Room Revenue	145.00	
12-05-13	Destination Marketing Fee - 3%	4.35	
12-05-13	Tourism Levy - 4%	5.97	
12-05-13	Room GST - 5%	7.47	
12-06-13	Refreshment Centre - Orange Juice 1	3.15	
12-06-13	Adj-Green Program	6.85	
12-06-13	Visa XXXXXXXXXXXXXXX7284 XX/XX		325.58

Mrs. Alex Kondra
1 University Dr
Athabasca AB T9S 3A3
Canada

Room Number: 0814
Arrival Date: 12-11-13
Departure Date: 12-13-13
Page No: 1 of 1
Confirmation No 11435083

INVOICE

Folio No: 167163

12-13-13

Date	Description	Charges	Credits
12-11-13	Room Revenue	145.00	
12-11-13	Destination Marketing Fee - 3%	4.35	
12-11-13	Tourism Levy - 4%	5.97	
12-11-13	Room GST - 5%	7.47	
12-12-13	Room Revenue	145.00	
12-12-13	Destination Marketing Fee - 3%	4.35	
12-12-13	Tourism Levy - 4%	5.97	
12-12-13	Room GST - 5%	7.47	
12-13-13	Visa XXXXXXXXXXXXXXXX7284 XX/XX		325.58
Total		325.58	325.58
Balance		0.00	

Signature: _____

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #86634 4302 RT 0001

Room No.

**New Western
Athabasca
INN**

Name

Tip

Signature

Athabasca Inn
5211 41 Ave Athabasca, AB T9S 1A5
Tel: 1-780-675-2294

Order #75819 Lounge 3

Date: 09-Dec-2013 1:15:15 PM

Guest#: 1

Server: Miney

2 X POP	\$5.00
1 X DYNAMITE ROLL	\$7.95
1 X CHICKEN FINGERS	\$11.95
1 X CHICKEN FINGERS	\$11.95
1 X (sub caesar)	\$1.25
1 X Homemade Burger	\$10.95
1 X (CHEESE)	\$1.00
1 X FISH n CHIPS	\$11.95
SUB-TOTAL	\$62.00
GST(5%)	\$3.10
TOTAL DUE:	\$65.10

GST 803368645

THANK YOU!