

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Pamela Walsh
Vice President, Advancement
February 1, 2014 to March 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
Jan 12 - 19	Edmonton / Calgary	Business Meetings	443.00	285.94	90.00	-	-	-	818.94
Jan 9 - 10	Edmonton	Business Meetings	153.60	162.79	15.00	-	-	-	331.39
Dec 15 & Jan 23	Edmonton / Calgary	Business Meetings	29.00	139.22	-	-	-	-	168.22
Jan 26 - Feb 7	Edmonton / Calgary	Business Meetings	443.00	997.78	240.00	40.00	228.50	-	1,949.28
			\$ 1,068.60	\$ 1,585.73	\$ 345.00	\$ 40.00	\$ 228.50	\$ -	\$ 3,267.83

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>



Holiday Inn

134

01-27-14

Pamela Walsh	Folio No. :	310282	Room No. :	108
	A/R Number :		Arrival :	01-15-14
	Group Code :		Departure :	01-16-14
	Company :	Government Of Canada	Conf. No. :	66632590
	Membership No. :		Rate Code :	IMCGV
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
01-15-14	*Guest Room	129.00	
01-15-14	Marketing Fee	1.29	
01-15-14	Occ Tax 4%	5.21	
01-16-14	Visa		135.50
Total		135.50	135.50
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.

Holiday Inn Calgary Airport
1250 McKinnon Drive N.E.
Calgary, Alberta T2E 7T7
Ph: (403) 230-1999 Fx: (403) 277-2623

A



135

01-20-14

Pamela Walsh	Folio No. :	Room No. :	519
	A/R Number :	Arrival :	01-19-14
	Group Code :	Departure :	01-20-14
	Company :	Conf. No. :	
	Membership No. :	Rate Code :	IPF05
	Invoice No. :	Page No. :	1 of 2

Date	Description	Charges	Credits
01-19-14	Parking	-11.00	
01-19-14	*Room	134.00	
01-19-14	GST Tax	6.70	
01-19-14	Trsm Levy Tax	5.36	
01-19-14	Municipal DMF	4.02	
01-19-14	Municipal DMF GST	0.20	
01-19-14	Municipal DMF Tourism Levy	0.16	
01-20-14	Visa		161.44
Total		161.44	161.44
Balance		0.00	

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

Ms. Pamela Walsh

Room Number: 1516
 Arrival Date: 01-09-14
 Departure Date: 01-10-14
 Page No: 1 of 1

INFORMATION INVOICE

Folio No:

01-23-14

Date	Description	Charges	Credits
01-09-14	Room Revenue	145.00	
01-09-14	Destination Marketing Fee - 3%	4.35	
01-09-14	Tourism Levy - 4%	5.97	
01-09-14	Room GST - 5%	7.47	
01-10-14			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

Driver #	6709	Car #	228
To:	Best western		
From:	Red p/fow		
Date:	13-1-22	Amount:	12.00
GST#	35597798		

537-7000 CALGARY PARKING AUTHORITY (403)

Terminal: 784
Plate: GY126

Zone: 9019
C 450003*1283

Valid through:

MONDAY 26 AUG 13
6:00 PM

AMOUNT PAID: \$17.00 (GST incl.) Auth No: 000769
Start Time: 8/26/2013 10:12 AM Receipt No: 7917
403) 537- 7006 FREE Battery Boosting & Tire Inflation Services (



135

12-16-13

Mrs Pamela Walsh	Folio No. :		Room No. :	401
	A/R Number :		Arrival :	12-15-13
	Group Code :		Departure :	12-16-13
	Company :	Athabasca University	Conf. No. :	64975647
	Membership No. :	PC 382009865	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
12-15-13	*Room	124.00	
12-15-13	GST Tax	6.20	
12-15-13	Trsm Levy Tax	4.96	
12-15-13	Municipal DMF Tax	3.72	
12-15-13	Municipal DMF Tax GST	0.19	
12-15-13	Municipal DMF Tax Tourism Le	0.15	
12-16-13	Visa XXXXXXXXXXXXX1283		139.22
Total		139.22	139.22
Balance		0.00	

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 Canada T5J 0Z1 Edmonton, AB
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 0GST #896724515
www.hiexdowntown.com



DELTA

BOW VALLEY

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

ATHABASCA UNIVERSITY
Ms Pamela Walsh

Room: 1004
Folio: 317412
Cashier: 130
Arrival: 01-29-14
Departure: 01-31-14

Date	Description	Additional Information	Charges	Credits
01-29-14	Room Charge		219.00	
01-29-14	Room GST		11.28	
01-29-14	Tourism Levy		9.02	
01-29-14	DMF - Destination Marketing Fee		6.57	
01-30-14	Room Charge		219.00	
01-30-14	Room GST		11.28	
01-30-14	Tourism Levy		9.02	
01-30-14	DMF - Destination Marketing Fee		6.57	
01-31-14	Visa			491.74

GST Summary	
Registration No:	826085417
Room	22.56
F&B	0.00
Other	0.00
Total	22.56

Total	491.74	491.74
Balance Due	0.00	CDN

Guest Signature: _____

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.

BVC MARKET CAFE
392-6 AVE SE
CALGARY, AB T2G4G6
4834486885

Merchant ID: 87931678331
Term ID: 002

Ref #: 028

Sale

XXXXXXXXXXXX7000

DEBIT

Entry Method: Chip

Acct Type: Chequing

01/31/14

08:29:35

Inv #: 000028

Appr Code: 377983

Apprvd

Batch#: 000252

Trace: 00135119

Retrieval Ref. #: 00000023

Total: \$ 14.30

No signature required. Verified by PIN.
Your account will be debited with the
above amount.
Retain this copy for statement
verification.

Application Label: INTERAC
AID: A0000002771010
TVR: 00 00 00 00 00
TSI: 68 00

Merchant Copy

College
Cafe

Ref: 81126

Chk: 31126

1/31/2014 8:29 am

2.29
1.85
3.99
5.49

13.62
0.68

14.30

14.30

14.30 C1

lund
**YOUR RECEIPT
THANK YOU
CALL AGAIN**

REG 01-30-2014 11:58
000028

1 GRILL CHEESE T1 \$8.00
1 SM REUBEN T1 \$11.00
1 REG CUT T1 \$10.00
TA1 \$29.00
TX1 \$1.45
TL **\$30.45**
CASH \$30.45 8

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134

02-11-14

Pamela Walsh	Folio No.	: 311771	Room No.	: 119
	A/R Number	:	Arrival	: 02-04-14
	Group Code	:	Departure	: 02-06-14
	Company	:	Conf. No.	: 61986658
	Membership No.	: PC 382009865	Rate Code	: IDAAA
	Invoice No.	:	Page No.	: 1 of 1

Date	Description	Charges	Credits
02-04-14	*Guest Room	161.50	
02-04-14	Marketing Fee	1.62	
02-04-14	Occ Tax 4%	6.52	
02-04-14	GST Room	8.16	
02-05-14	*Guest Room	161.50	
02-05-14	Marketing Fee	1.62	
02-05-14	Occ Tax 4%	6.52	
02-05-14	GST Room	8.16	
02-06-14	Visa		355.60

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Total	355.60	355.60
Balance	0.00	

Guest Signature: _____

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Holiday Inn Calgary Airport
 1250 McKinnon Drive N.E.
 Calgary, Alberta T2E 7T7
 Ph: (403) 230-1999 Fx: (403) 277-2623

D

RECEIPT

Venture Publishing Inc.
10259 105 Street
Edmonton, Alberta T5J 1E3

Receipt No.

Visa
Jan 29, 2014

Amount Received

\$183.75

From:

Athabasca University - Athabasca
Attn: Dr. Pamela Walsh
#1 University Drive
Athabasca, Alberta T9S 3A3

Signature _____



110

02-11-14

Dr Pamela Walsh	Folio No. :	173767	Room No. :	719
	A/R Number :		Arrival :	02-06-14
	Group Code :		Departure :	02-07-14
	Company :	Athabasca University Graduate Stud	Conf. No. :	62133148
	Membership No. :	PC 382009865	Rate Code :	
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits	
02-06-14	*Room	134.00		
02-06-14	GST Tax	6.70		
02-06-14	Trsm Levy Tax	5.36		
02-06-14	Municipal DMF	4.02		
02-06-14	Municipal DMF GST	0.20		
02-06-14	Municipal DMF Tourism Levy	0.16		
02-07-14	Parking	11.00		
02-07-14	Visa		161.44	
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.		Total	161.44	161.44
		Balance	0.00	

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