

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Estelle Lo
Vice President, Finance and Administration
April 1, 2015 to May 31, 2015

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
Mar 22 - 23	Edmonton	Business Meetings	182.60	196.80	35.00	-	46.79	-	461.19
Mar 25 - 26	Edmonton	Business Meetings	178.80	195.35	10.00	10.00	-	-	394.15
Apr 7 - 8	Edmonton	Business Meetings	182.60	213.64	35.00	37.29	64.48	-	533.01
			<u>\$ 544.00</u>	<u>\$ 605.79</u>	<u>\$ 80.00</u>	<u>\$ 47.29</u>	<u>\$ 111.27</u>	<u>\$ -</u>	<u>\$ 1,388.35</u>

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>

JAPONAIS BISTRO
11806 JASPER AVENUE
EDMONTON AB T5K 0N7
7809383655

SALE

Clerk #: 000786
Table #: 0026
Check #: 0000047250
MID: 4417974
TID: A4417974 REF#: 00000006
Batch #: 143 SEQ: 143001001006
03/23/15 14:3104
APPR CODE: 860906
AMERICAN EXPRESS
*****004C **/**

AMOUNT \$41.79
TIP \$6.00
TOTAL \$46.79

00 - APPROVED - 000

AMERICAN EXPRESS
AID: A000000025010801
TVR: 00 00 00 80 00
TS: F8 00

CUSTOMER COPY

JAPONAIS BiStRO
11806 JASPER AVE
EDMONTON, AB

Table #26

Trans #: 47250 Serv: Bora
3/23/2015 1:44 PM # Cust:2

Quan	Descript	Cost
2	Green Tea	\$3.90
1	Chef's Sushi Platter	\$16.95
1	L.Chirashi Donburi	\$18.95

Net Total: \$39.80
GST \$1.99

TOTAL: \$41.79
Amount Due: \$41.79

Food: \$35.90
Beverage: \$3.90

www.JaponaisBistro.ca
Facebook.com/JaponaisBistro
Twitter@JaponaisBistro
780.760.1616

**WE LOOK FORWARD
TO SEEING YOU AGAIN
THANK YOU!
GST# 849852330**

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

WESTIN®

HOTELS & RESORTS

Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27594028
 Guest Number : 967490
 Folio ID : A
 Arrive Date : 22-MAR-15 16:47
 Depart Date : 23-MAR-15 16:28
 No. Of Guest : 1
 Room Number : 2015
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton 23-MAR-15 16:30 LFULLIDO

Date	Reference	Description	Charges (CAD)	Credits (CAD)
22-MAR-15	RT2015	Room Charge	174.00	
22-MAR-15	RT2015	GST	8.96	
22-MAR-15	RT2015	DMF	5.22	
22-MAR-15	RT2015	Tourism Levy	7.17	
22-MAR-15	RT2015	Parking Self	29.00	
22-MAR-15	RT2015	GST	1.45	
23-MAR-15	AX	American Express		-225.80
		** Total	225.80	-225.80
		*** Balance	-0.00	

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196.80 ACCOMM.
 29.00 PARKING
 225.80

Continued on the next page

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

Term Id:45024124782398
Item #:1273
AMERICAN EXPRESS
PURCHASE
Op Id:689899
Card #:XXXXXXXXXX1004

AID:A000000025010001

APPROVED

AMOUNT CAD\$7.20

Ref. #: C
Auth. #: 869725
Resp. Code: 00
TUR: 0000000000
TSI: F000

BOOK ON LINE AT EDMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2015/03/25 Time: 18:20:48
Response: AUTH 869725

CUSTOMER COPY

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

Term Id:4502412478211
Item #:1806
AMERICAN EXPRESS
PURCHASE
Op Id:853254
Card #:XXXXXXXXXX1004

AID:A000000025010001

APPROVED

AMOUNT CAD\$10.00

Ref. #: C
Auth. #: 861233
Resp. Code: 00
TUR: 0000000000
TSI: F000

BOOK ON LINE AT EDMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2015/03/26 Time: 07:54:53
Response: AUTH 861233

CUSTOMER COPY

Co-op Taxi Line
(780)425-2525
www.co-optaxi.com

Terminal 242/66233534
Driver 4460
15/03/26 13:03:09

AMEX
Card : *****1004
Ref # 0010013390 S
Auth # 540826

PURCHASE
FARE : \$ 8.00

TOTAL : \$ 8.00

APPROVED - THANK YOU
(00-025)

Cardholder will pay card
issuer above amount
pursuant to Cardholder
Agreement

IMPORTANT: Retain a
copy for your records

Customer Copy

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

WESTIN®

HOTELS & RESORTS

Estelle Lo
Caubo

Page Number : 1 Invoice Nbr : 27594812
Guest Number : 896574
Folio ID : A
Arrive Date : 25-MAR-15 16:06
Depart Date : 26-MAR-15 14:05
No. Of Guest : 1
Room Number : 1049
Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 26-MAR-15 14:10 SANDBER3

Date	Reference	Description	Charges (CAD)	Credits (CAD)
25-MAR-15	RT1049	Room Charge	174.00	
25-MAR-15	RT1049	GST	8.96	
25-MAR-15	RT1049	DMF	5.22	
25-MAR-15	RT1049	Tourism Levy	7.17	
26-MAR-15	AX	American Express		-195.35
		** Total	195.35	-195.35
		*** Balance	0.00	

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Continued on the next page

TRANSACTION RECORD

CUSTOMER COPY

SLIP # 10437301 TERM 7434LC01
** Purchase **
CAD \$ 27.29
CARD AMEX CHIP
NO. *****1004
DATE 03/26/2015 TIME 17:55:17
RESP 000 ISO 00
AUTH # 864687 REF # 477001001034
AID: A000000025010801
TVR: 0000008000
AMERICAN EXPRESS

Approved

BY ENTERING A VERIFIED PIN, CARDHOLDER
AGREES TO PAY ISSUER SUCH TOTAL IN
ACCORDANCE WITH ISSUER'S AGREEMENT WITH
CARDHOLDER

S7434

ISTORE CRU 15 - EDMONTON INTL AIRPORT
1, 1000 SOUTH AIRPORT ROAD UNIT CRU 15 EIA
Edmonton, AB
Contact Email:

Phone: 780-890-7310 Terminal: S7434-001
Date: 03/26/2015 Transaction: 0000104373
Time: 17:54 Receipt #: 36092
HST #: 821177177 RT0001 Associate: 13098

Comments:

ITEM/UPC	QTY	Unit \$	EXT.\$

LIGHTNING TO USB CABLE			
885909627424	1	25.99	25.99 G

SUBTOTAL: 25.99
GST (%)5.000 1.30
TOTAL TAX: 1.30
TOTAL: 27.29
Paid:
Card payment
Credit 27.29

Total Savings: 0.00

Returns or exchanges within 14 days
in unopened packaging
Visit our website: www.1strma.ca

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



Estelle Lo
 Caubo Edmon

Page Number : 1 Invoice Nbr : 27597354
 Guest Number : 955552
 Folio ID : A
 Arrive Date : 07-APR-15 19:09
 Depart Date : 08-APR-15 18:16
 No. Of Guest : 1
 Room Number : 1249
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 08-APR-15 18:20 AKASKAU

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-APR-15	RT1249	Room Charge	189.00	
07-APR-15	RT1249	GST	9.73	
07-APR-15	RT1249	DMF	5.67	
07-APR-15	RT1249	Tourism Levy	7.79	
07-APR-15	RT1249	Parking Self	29.00	
07-APR-15	RT1249	GST	1.45	
08-APR-15	AX	American Express		-242.64
		** Total	242.64	-242.64
		*** Balance	-0.00	

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 Get some Headspace at westin.com/headspace

213.64 ACCOMM.
 29.00 PARKING
 242.64

Continued on the next page

DOMINO'S PIZZA #10175
 4810 50ST
 ATHABASCA, AB
 T9S1C9
 7806757575

SALE

ID: 00000000000000000000
 Batch: 04/11/15 14:21:22
 APPR CODE: 137232
 VISA

 REF# 00000005
 Chip
 /

AMOUNT \$14.58
 TIP \$1.50
 TOTAL \$16.08

APPROVED

VISA CREDIT
 AID: A0000000031010
 TVR: 00 80 00 80 00
 TSI: F8 00

THANK YOU
 PLEASE COME AGAIN

CUSTOMER COPY

Delivery

NOT PAID
 Domino's Pizza 10175
 10175
 (780) 675-7575

4/11/2015 Save 1:54 PM
 Server Techsup
 Order 68297

Domino's Pizza #10175
 850414442 RT0001

ESTELL
 1 UNIVERSITY DR
 MAIN ENTRANCE
 (780) 689-0709

1 12" Thin Pizza \$18.99
 Pepperoni
 Onion
 Mushroom
 Tomatoes
 1 Medium 4-Topping Piz -\$8.00
 (N3022)
 1 Delivery Charge \$2.99
 Sub Total \$13.98
 G.S.T. \$0.70
 Total \$14.68

Balance Due \$14.68

Sal's Famous
 5012 50th Ave.
 5012 A 50 Ave
 (780)
 Athabasca, AB
 GST

Table Q#1

Trans #: 37080 Serv: MARCO 1
 4/12/2015 12:59 PM # Cust:1

Quan	Descript	Cost
1	FAMILY LAZANGA	\$46.00
Net Total:		\$46.00
GST		\$2.30

TOTAL: \$48.30

Food: \$46.00

Debit \$48.30

SAL'S FAMOUS 2

5012 A 50 AVENUE

ATHABASCA, AB T9F 1H3
 (780) 675-5616

TERM ID: A5531577

BATCH#: 619
 SHIFT#: 006

Sale

INV#: 000000011
 VISA

Chip

SEQ#: 619001001011

Application Label: VISA CREDIT

AID: A0000000031010

TVR: 00 80 00 80 00

TSI: E8 00

*****4512

Total: CAD\$ 48.30

APPROVED 076972
 001/00

12-Apr -15 12:59:22

CUSTOMER COPY
 THANK YOU