

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Mike Battistel
Vice President, Information Technology & CIO
December 1, 2014 to January 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
Nov 19 - 21	Yorktown, NY	Business Meetings	1,310.05	334.36	110.00	20.00	78.04	-	1,852.45
Oct 4	Non-Travel	Event Hosting - United Way Campaign	-	-	-	-	82.37	-	82.37
Nov 27	Non-Travel	Event Hosting - United Way Campaign	-	-	-	-	37.28	-	37.28
Dec 3	Non-Travel	Course Application Fees (PD Funds used)	-	-	-	126.00	-	-	126.00
Dec 17 - 18	Edmonton	Business Meeting	153.60	174.02	25.00	10.00	-	-	362.62
			\$ 1,463.65	\$ 508.38	\$ 135.00	\$ 156.00	\$ 197.69	\$ -	\$ 2,460.72

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.athabasca.ca/policy/finance/travelexpenseclaimpolicy.htm>



Statement of Account

Prepared For
CESARINO BATTISTEL

Account Number
XXXX XXXXX1 13007

Opening Date
Oct 29, 2014 - Nov 28, 2014

Transaction Date	Posting Date	Details	Amount (\$)
Nov 20	Nov 21	CRABTREE'S KITTLE HOUSE CHAPPAQUA UNITED STATES DOLLAR 66.98 @ 1.16512	78.04
Nov 21	Nov 21	HERTZ CAR RENTAL 800-654-4173 UNITED STATES DOLLAR 208.98 @ 1.16509	243.48
Nov 21	Nov 22	CRABTREE'S KITTLE HOUSE CHAPPAQUA ARRIVAL DEPARTURE NIGHTS 11/19/14 11/21/14 UNITED STATES DOLLAR 296.98 @ 1.16510	334.36

0071

Server: FRANCISCO P Rec: 40
T1/20/14 23:05, Swiped T: 44 Term: 2

Crabtree's Kittle House
11 Kittle Road
Chappaqua, NY 10514
(914)666-8044
MERCHANT #:

CARD TYPE ACCOUNT NUMBER
AMERICAN EXPRES XXXXXXXXXXXX3007
Name: CM BATTISTEL
OO TRANSACTION APPROVED
AUTHORIZATION #: 541603
Reference: 1120010000071
TRANS TYPE: Credit Card SALE

CHECK : 57.98
TIP : 9.-
TOTAL : 66.98

X _____

PHONE: () -
Duplicate Copy

CARDHOLDER WILL PAY CARD ISSUER ABOVE
AMOUNT PURSUANT TO CARDHOLDER AGREEMENT
top copy -> customer

A-1

STATEMENT

CRABTREE'S
11 Kittle Road
CHAPPAQUA, NEW YORK 10514

DATE 11/19/14

(914) 666-8044

Name Mike Battistel

20

CANADA

TERMS # of guests - 1 day

PLEASE DETACH AND RETURN WITH YOUR REMITTANCE

\$ _____

DATE	INVOICE NUMBER / DESCRIPTION	CHARGES	CREDITS	BALANCE
	BALANCE FORWARD			
11/19	room rate	130		
	state tax	9.59		
	county tax	3.90		143.49
	key deposit	20		163.49
11/20	Room Rate + TAX	143.49		306.98
11/21	Key Return		20	286.98
	pd Amex		286.98	

44422774887
L. KRUIREL'S KITTLE HOU
11 KITTLE ROAD
CHAPPAQUA, NY 10514
914-666-8044

TERMINAL ID.: 001

AMEX
*****3007
CHK-OUT
BALCH: 000185
DATE: Nov 21, 14
FOL: 001768
TIME: 09:15
KRN: 00000003830

AUTH: 508833
TRN: 001768
LAUTH: 508833

CHECK TR: 11/19/14
CHECK OUT: 11/21/14

TOTAL \$286.98

M BATTISTEL

THANK YOU
FOR YOUR BUSINESS

CUSTOMER COPY



AC192	Edmonton, Edmonton Int'l (YEG) Wed 19-Nov 2014 11:05	Ottawa, Ottawa Int'l (YOW) Wed 19-Nov 2014 16:58	0	6hr45	<u>E90</u>	<u>Flex, G</u>	
AC7734 ¹	Ottawa, Ottawa Int'l (YOW) Wed 19-Nov 2014 18:30	New York, LaGuardia (LGA) Wed 19-Nov 2014 19:50 - Terminal B	0		<u>CRJ</u>	<u>Flex, G</u>	
AC709	New York, LaGuardia (LGA) Fri 21-Nov 2014 11:30 - Terminal B	Toronto, Pearson Int'l (YYZ) Fri 21-Nov 2014 13:12 - Terminal 1	0	7hr27	<u>E90</u>	<u>Tango, A</u>	
AC127	Toronto, Pearson Int'l (YYZ) Fri 21-Nov 2014 14:45 - Terminal 1	Edmonton, Edmonton Int'l (YEG) Fri 21-Nov 2014 16:57	0		<u>320</u>	<u>Tango, A</u>	F

F: Food for purchase on board All Air Canada Café purchases made on board Air Canada and Air Canada rouge flights, as well as on Air Canada Express flights operated by Jazz, are payable only with Visa, MasterCard and American Express credit cards.

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Cesarino lipsio Michael Battistel : Adult (16+), Ticket Number: 0142141032359			
Air Canada - Aeroplan :	105233548	Meal Preference :	None
Payment Card:	xxxx-xxxx-xxxx-007	Special Needs:	None
Seat Selection:	AC192 , AC7734 3D		

Purchase Summary

Fare Summary

Passenger Type	Adult	
Air Transportation Charges		
Departing Flight - <u>Flex</u>	349.00	
Return Flight - <u>Tango</u>	236.00	
<u>Surcharges</u>	15.00	
Taxes, Fees and Charges		
<u>Canada Airport Improvement Fee</u>	34.00	
U.S.A Transportation Tax	40.14	
U.S Agriculture Fee	5.73	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	32.11	
U.S Passenger Facility Charge	5.16	
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	0.52	
U.S.A Immigration User Fee	8.03	
<u>Air Travellers Security Charge (ATSC)</u>	12.10	
September 11 Security Fee	6.42	
U.S. Federal Customs Fee	6.31	
Total airfare and taxes before options (per passenger)	750.52	
Number of passengers	x 1	
Total airfare, taxes and options	750.52	
Travel Insurance (declined)	0.00	
Grand Total - Canadian dollars	\$750.52	

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx- - Amount paid: **\$750.52**

Seat Selection

Mr Cesarina Nipsio Battister

AC709: 18D - Standard Seat (Aisle)

15.00

AC127: 12A - Preferred Seat (Window)

50.00 *WAS 21*

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

3.25

Grand Total - Canadian dollars

\$68.25

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~~XXXXXXXXXXXX~~
~~XXXXXXXXXXXX~~

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#01 MR RR 595691364
RES G3942509316
CC

C BATTISTEL

INITIAL CHARGES

RENT RT \$ 78.00 /DAY @ 2 /DAYS \$ 156.00
SUBTOTAL T\$ 156.00

CHARGES ADDED DURING RENTAL

LDW DECLINED
LIS DECLINED
PAL, PEC DECLINED
PREM RD SVC DECLINED

* ADDITIONAL CHARGES
SERVICE CHARGES/TAXES

CONCESSION FEE RECOVERY 11.11% T\$ 17.33
CRSF T\$ 1.00
TAX 19.875% ON TAXABLE TTL OF \$ 174.33 \$ 34.65
TOTAL AMOUNT DUE \$ 208.98
CHARGED ON AMX XXXXXXXXXXXX3007

FOR EXPLANATION OF THE ABOVE CHARGES,
PLEASE ASK A REPRESENTATIVE OR GO TO
WWW.HERTZ.COM/CHARGEEXPLAINED

VEHICLE: 00599 / 9210782 14 SENTRA 1.8 N
LICENSE: RI 359417
FUEL: FULL 8/8 OUT 8/8 IN
MILEAGE IN: 11042 TR-X MILES:
MILEAGE OUT: 10961 MILES ALLOWED:
MILES DRIVEN: 81 MILES CHARGED:
CDP: 204493 - RITCHIE BROTHERS AUCTIONEE

RENTED: LA GUARDIA AP NY
RENTAL: 11/19/14 20:17
RETURN: 11/21/14 09:27
RETURNED: LA GUARDIA AP NY
COMPLETED BY: 4624/NYLGA10

PLAN IN: CRL RATE CLASS: C
PLAN OUT: CRL
FF: ZE 1

STATEMENT OF CHARGES - NOT VALID FOR RENTAL

From: **Airport Parking** airportparking@flyeia.com
Subject: Confirmation of your Edmonton Airport Parking reservation
Date: November 18, 2014 at 23:32 MST
To: [REDACTED]

Thank you for booking one of Edmonton Airport's parking products. This confirmation contains further details of your booking and additional practical information.

MR CESARINO BATTISTEL
[REDACTED]
[REDACTED]

ATHABASCA
[REDACTED]
CANADA

Your order reference is	R9095.
Parking Product	Easy Parkade
Start date	Wed, 19 November 2014 - 10:00
End date	Fri, 21 November 2014 - 17:00
Promotion code	EPSAVE20

Entrance identification of parking location
(Last 4 digits of credit card) [REDACTED]

Payment identification
(Last 4 digits of credit card) [REDACTED]

Quantity is 1

Price for the item(s) \$ 75.00 CAD (incl. \$ 3.57 CAD GST)

GST Number: R128599776

Important product information

Easy Parkade includes Daily and Hourly levels. Online reservations are designated for the HOURLY level only (level P2). If you enter the Daily level in error (levels P3 & P4), please exit the parkade and re-enter on the Hourly level. If you park on the Daily levels in error, you will have to phone 780-890-8439 to have your reservation amended.

How do I use my Edmonton Airport Parking Reservation?

Upon Arriving, YOU MUST insert the same credit card specified at the time of the online reservation. DO NOT press the button at the entry gate to pull a ticket. Proceed to finding an open stall within the Hourly level (level P2). Upon return after collecting your luggage, please proceed to the Parkade by pedestrian walkway for covered pedway. Please exit using the credit card express exits and insert the same credit card used upon entering.

Directions

From highway 2, exit and proceed to Edmonton International Airport. Follow the signs to Easy Parkade & enter the Hourly level (level P2). Daily rates apply for online reservations.

How can I amend or cancel my booking?

Additional Information

Easy Parkade offers EIA Park Assist. If you have car trouble please call 780-890-8983 and we'll get you on your way. Easy Parkade has a height restriction of 2.25 m.

Disclaimer

On this agreement, our general terms and conditions apply. These general conditions can be read on http://www.flyeia.com/terms_of_use

Tim Hortons.

Always Fresh. Always There. Since 1964
8555 ARBYLL ROAD, NORTHWEST

4 Take 10 Coffees	\$58.76
2 50 Timbits	\$16.98
1 Apple Fritter - Timbit	\$0.00
1 DF Glazed - Timbit	\$0.00
1 DF Plain - Timbit	\$0.00
1 SrCrn Glzd - Timbit	\$0.00
1 Chocolate Glazed - Timbit	\$0.00
1 20 Timbits	\$3.69
1 Pumpkin Spice - Timbit	\$0.00
Subtotal:	\$78.49
GST: \$2.94 PST:	\$0.00
GrandTotal:	\$82.37
Visa:	\$82.37
Change Due:	\$0.00

Take Out

411

Jocelyn

It was great having you today! Thanks for your visit!

How did we do?

Visit www.telltimhortons.com

Sat Oct 4, 2014 19:07:20

Receipt #: 1851664

GST #E892375478

VISA	*****4823
Card Entry:CHIP	Sequence:000067
Trans Type:Purchase	\$82.37
Term #:	204
Application Label:	Visa Credit
AID #:	A0000000031010
TUR #:	0080008000
TSI #:	F800
Auth #:06255I	APPROVED

By entering a verified PIN, cardholder agrees
to pay issuer such total in accordance with issuers
agreement with CardHolder.

Guest Copy

Always Fresh
108, 10885 Jasper Ave
(780) 421-7200

Feedback? E: charniehal@yahoo.com

1 Cambro 95 Orig Bland	\$95.50
Subtotal:	\$95.50
GST:	\$1.78
GrandTotal:	\$97.28
Visa:	\$97.28
Change Due:	\$0.00

Take Out

365

200 Cashier

Thanks for stopping by!

Tell us how we did at

www.telltimhortons.com 1-888-601-1816

Mon Nov 9, 2014 12:18:20

Receipt #: 13602063

GST #82088 8884 RT0001

VISA	*****4823
Card Entry:CHIP	Sequence:000146
Trans Type:Purchase	\$37.28
Term #:	209
Application Label:	Visa Credit
AID #:	A0000000031010
TUR #:	0080008000
TSI #:	F600
Auth #:07573I	APPROVED

By entering a verified PIN, cardholder agrees
to pay issuer such total in accordance with issuers
agreement with CardHolder.

Guest Copy

REPRINT RECEIPT



**1 University Drive
Athabasca AB T9S 3A3
Telephone: (780) 675-6412
GST Reg# R106785880**

RECEIPT

Student: Cesarino Battistel (ID 3177399)
Date: December 2, 2014
Amount: \$126.00

TRANSACTION INFORMATION

Transaction Date/Time: 2014-12-02 14:55:32
AU Receipt ID: 696538
Card Type: American Express
Reference Number: 660695880013242600
Authorization Number: 182764
Response / ISO Code: 025 / 00
Response Message: APPROVED * APPROVAL =
Transaction Type: Purchase

The personal information collected on this form will be used for the purpose of processing payments. This personal information is being collected under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, contact the Revenue/Accounts Receivable Supervisor, Athabasca University, 1 University Drive, Athabasca, AB Canada T9S 3A3. Telephone 1.780.675.6412.

Mr Cesarino Battistel

Room Number: 0816
 Arrival Date: 12-17-14
 Departure Date: 12-18-14
 Page No: 1 of 1
 Confirmation No 16346082

INFORMATION INVOICE

Folio No:

12-18-14

Date	Description	Charges	Credits
12-17-14	Room Revenue	155.00	
12-17-14	Destination Marketing Fee - 3%	4.65	
12-17-14	Tourism Levy - 4%	6.39	
12-17-14	Room GST - 5%	7.98	
12-18-14	American Express XXXXXXXXXXXXX3007 XX/XX		174.02
Total		174.02	174.02
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. #105631154 RT 0001