

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Pamela Walsh
Vice President Advancement
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
Oct 6 - 10	Edmonton	Business Meetings	318.20	313.24	65.00	-	242.75	-	939.19
Oct 24	Edmonton	Business Meetings	153.60	-	15.00	-	-	-	168.60
Oct 26 - 31	Calgary	Business Meetings	445.20	433.01	100.00	-	290.23	-	1,268.44
Nov 7	Edmonton	Business Meetings	153.60	-	15.00	-	-	-	168.60
Nov 12 - 14	Edmonton	Business Meetings	307.20	174.02	-	-	-	-	481.22
			\$ 1,377.80	\$ 920.27	\$ 195.00	\$ -	\$ 532.98	\$ -	\$ 3,026.05

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>

Ms Pamela Walsh

Room Number: 0714
Arrival Date: 10-06-14
Departure Date: 10-07-14
Page No: 1 of 1
Confirmation No 16149582

INFORMATION INVOICE

Folio No:

10-07-14

Date	Description	Charges	Credits
10-06-14	Room Revenue	155.00	
10-06-14	Destination Marketing Fee - 3%	4.65	
10-06-14	Tourism Levy - 4%	6.39	
10-06-14	Room GST - 5%	7.98	
10-07-14	Visa		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

Allegro Italian Kitchen
10011-109th Street
Edmonton, Alberta
780-424-6644

Your GST# 896140894

1001 Adam

Check: 386

Guests: 1
room

10/07/2014 12:07PM

1	SOUP OF THE DAY	8.95
1	MINISTRONE DI VERDUR	8.95
1	SPAGHETTINI	13.45
1	LASAGNA	15.45
3	INSALATA TREVISANA	46.35
1	INSALATA DI POLLO	14.45
1	INSALATA CAPRESE	12.45
5	COFFEE	15.00
1	DIET	3.25
1	Pepsi	3.25
	Subtotal	141.55
	G.S.T.	7.08
	Total Due	\$148.63

Please Pay Server

ALLEGRO ITALIAN KITCHEN
10011 109 STREET
EDMONTON AB

CARD *****5807
CARD TYPE VISA
DATE 2014/10/07
TIME B322 15:21:19
RECEIPT NUMBER
C06103847-001-527-015-0

PURCHASE

AMOUNT \$148.63
TIP \$29.73
TOTAL

\$178.36

VISA CREDIT

A0000000031010
EB50E161FD98C3BE
0080008000-E800
3A66F1ADCF91039B
0080008000-F800

APPROVED

AUTH# 036562

01-007



87

10-20-14

Mrs Pamela Walsh	Folio No. :	187766	Room No. :	319
	A/R Number :		Arrival :	10-09-14
	Group Code :		Departure :	10-10-14
	Company :	Athabasca University	Conf. No. :	60387275
	Membership No. :	PC 382009865	Rate Code :	IPF05
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
10-09-14	Pet Fees	30.00	<i>deduct</i>
10-09-14	GST Tax	1.50	<i>deduct</i>
10-09-14	Parking	11.00	
10-09-14	*Room	124.00	
10-09-14	GST Tax	6.20	
10-09-14	Trsm Levy Tax	4.96	
10-09-14	Municipal DMF	3.72	
10-09-14	Municipal DMF GST	0.19	
10-09-14	Municipal DMF Tourism Levy	0.15	
10-10-14	Visa		181.72
Total		181.72	181.72
Balance		0.00	<i>(42.50)</i> <u><u>139.22</u></u>

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihgrewardsclub.com/review. We look forward to welcoming you back soon.

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.



DELTA
BOW VALLEY

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

CAUBO CDN ASSOC UNIVERSITY BUSINESS OFFI
Ms Pamela Walsh

Room: 0717
Folio: 370283
Cashier: 180
Arrival: 10-27-14
Departure: 10-28-14

Date	Description	Additional Information	Charges	Credits
10-27-14	Room Charge		219.00	
10-27-14	Room GST		11.28	
10-27-14	Tourism Levy		9.02	
10-27-14	DMF - Destination Marketing Fee		6.57	
10-28-14	Visa			245.87

GST Summary

Registration No: 826085417

Room 11.28

F&B 0.00

Other 0.00

Total 11.28

Total	245.87	245.87
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Balance Due	0.00 CDN
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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.

milestones

GRILL + BAR

107 8th Av SE
Calgary AB, T2G 0K4
10.9521
REG: 3717 RT0001

Tab 3725 Gst
12:20PM

Dining Room

1 Chicken Salad Lg	16.50
1 Beef Dip	16.00
1 Salad	14.00
1 Salad	
1 Add Chicken	2.19
2 Chop Salad Lg	33.00
1 Beef Dip	16.99
1 Ham Fries	
1 Mocha Leaf Tea	2.99
1 Soda	2.99
2 Pepsi	5.98
1 Refill Pepsi	0.00

Subtotal 110.64
GST 5.53
Total Due **116.17**

*Total Due (Cash only) 116.15

Tell Us How We Did to Receive
* A FREE APPETIZER *
with the purchase of an entree.
Complete our online survey at:
www.milestonesfeedback.com
or call 1-866-239-3895.
Access Code: 522418
Expiry in 21 days; 1 per table;
max value \$11.99; not valid with
other offers; at participating
locations only; must show survey
validation code and this receipt

DELTA BOW VALLEY
209 4TH AVENUE
CALGARY AB T2G
4032661980

SALE

Clerk #: 000124

MID: 4297982

TID: C4297982

Batch #: 082

10/27/14

REF#: 00000003

SEQ: 082001001003

19:59:32

CVC: Y

APPR CODE: 079918

VISA

*****5807C

/

AMOUNT
TIP
TOTAL

\$30.66

\$4.60

\$35.26

00 - APPROVED - 001

VISA CREDIT

AID: A0000000031010

TVR: 00 80 00 80 00

TS: F8 00

Share Your Experience
www.dinedelta.com

CUSTOMER COPY

DELTA BOW VALLEY LOUNGE
GST #R826085417

SHAHEEN

316/1

CHK 4608 GST 2

OCT27'14 6:05PM

1 CANADIAN PIZZA 18.25
1 CRISPY RAVIOLI 10.95

SUBTOTAL 29.20
GST 1.46
TOTAL DUE .. \$30.66

COURTESY _____

TOTAL _____

ROOM # _____

PRINT NAME _____

SIGNATURE _____

Share Your Experience
www.dinedelta.com

DELTA BOW VALLEY
209 4TH AVENUE S E
CALGARY AB T2G 0C6
4032661980

SALE

Clerk #: 000118
MID: 4297982
TID: B4297982
Batch #: 082
10/28/14

REF#: 00000003
SEQ: 082001001003
08:11:41
CVC: Y

APPR CODE: 042811
VISA

*****58070

AMOUNT \$39.32
TIP \$3.93
TOTAL \$43.25

00 - APPROVED - 001

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

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www.dinedelta.com

CUSTOMER COPY



DELTA BOW VALLEY BISTRO
GST #R826085417

8 ALISON

1 / 1

CHK 4817 GST 2
OCT28'14 7:57AM

1 BRKFST COUNTER 24.95
1 OATMEAL&FRUIT 8.00
1 COFFEE 4.50

SUBTOTAL 37.45

GST 1.87

TOTAL DUE .. **\$39.32**

GRATUITY _____

TOTAL _____

ROOM # _____

PRINT NAME _____

SIGNATURE _____

Share Your Experience
www.dinedelta.com



7

10-30-14

Pamela Walsh	Folio No. :	8489	Room No. :	209
	A/R Number :		Arrival :	10-29-14
	Group Code :		Departure :	10-30-14
	Company :		Conf. No. :	66050845
	Membership No. :	PC 382009865	Rate Code :	IGCOR
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
10-29-14	*Room Charge	169.99	
10-29-14	1% Marketing Fee	1.70	
10-29-14	5% GST Room Tax	8.58	
10-29-14	4% Tourism Levy	6.87	
10-30-14	Visa -Manual		187.14
	XXXXXXXXXXXX5807		

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.lhgwardsclub.com/review. We look forward to welcoming you back soon.

Total	187.14	187.14
Balance	0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my libity 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 Express & Suites Calgary University
 2373 Banff Trail North West
 Calgary, Alberta Canada T2M 4L2
 Telephone: (587) 390-6100 Fax: (587) 390-6111
 GST R890139793 RT0001

SANDSTONE LOUNGE
112 STEPHEN AVENUE S.E.
Calgary, Alberta



112 STEPHEN AVENUE S.E.
Calgary, Alberta
166 KINSEY

CHECK: 2801
TABLE: 121/1
SERVER: 166 KINSEY
DATE: OCT29'14 2:15PM
CARD TYPE: VISA \$
CCT #:
EXP DATE: XX/XX
AUTH CODE: 065077
PAMELA WALSH

121/1 2801 GST
3
OCT29'14 12:29PM

NET TOTAL: 95.55
Tip: _____

Total: _____

Signature: _____
I Agree to pay above total
amount according to card holder
agreement
GST#889044129RT0001

3 SAN PELL SM 12.00
1 BLUEBERRY SALAD 21.00
\$ADD CHICKEN
1 ROCKY CHOP SALD 12.00
1 BEEF SALAD 22.00
2 *COFFEE 6.00
1 HOT TEA 3.00
1 FLOURLESS CAKE 8.00
1 ICE CREAM 7.00
Food Sales 91.00
*GST859734659RT2 4.55
PAYMENT DUE \$95.55

Tip: _____

Total: _____

Room: _____

Name: _____

Signature: _____

Earn or Redeem Points for Dining
Gold Passport#:
Last Name:
Offer code(s):
Redemption Eligible: 95.55 CAD
*Not point earning eligible.
#Not point redemption eligible.

GST#889044129RT0001

Ms Pamela Walsh

Room Number: 1214
Arrival Date: 11-12-14
Departure Date: 11-13-14
Page No: 1 of 1
Confirmation No 16498084

INVOICE

Folio No: 198185

11-13-14

Date	Description	Charges	Credits
11-12-14	Room Revenue	155.00	
11-12-14	Destination Marketing Fee - 3%	4.65	
11-12-14	Tourism Levy - 4%	6.39	
11-12-14	Room GST - 5%	7.98	
11-13-14	Visa		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