

**ATHABASCA UNIVERSITY  
EXECUTIVE EXPENSE REPORT**

Mike Battistel  
Vice President, Information Technology & CIO  
February 1, 2015 to March 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
Jan 21 - 22	Edmonton	Business Meeting	153.60	179.63	-	10.00	-	-	343.23
Feb 10 - 19	Vancouver	Business Meetings	698.26	323.86	15.00	260.00	-	-	1,297.12
Feb 26	N/A	Travel Expenses	-	-	-	63.00	-	-	63.00
			<b>\$ 851.86</b>	<b>\$ 503.49</b>	<b>\$ 15.00</b>	<b>\$ 333.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,703.35</b>

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>

Mr Cesarino Battistel

Canada

Room Number: 0710  
 Arrival Date: 01-21-15  
 Departure Date: 01-22-15  
 Page No: 1 of 1  
 Confirmation No 17090830

01-22-15

**INFORMATION INVOICE**

Folio No:

Date	Description	Charges	Credits
01-21-15	Room Revenue	160.00	
01-21-15	Destination Marketing Fee - 3%	4.80	
01-21-15	Tourism Levy - 4%	6.59	
01-21-15	Room GST - 5%	8.24	
01-22-15	American Express XXXXXXXXXXXXX3007 XX/XX		179.63
<b>Total</b>		<b>179.63</b>	<b>179.63</b>
<b>Balance</b>		<b>0.00</b>	

**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



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### My itinerary

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Thank you for choosing WestJet. You can find details about your booking below.

Your reservation code is: [REDACTED]

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### Guest details

<b>Mr Cesarino Michael Battistel</b>	<b>Flight</b>	<b>Edmonton (YEG)-Vancouver (YVR), Vancouver (YVR)-Edmonton (YEG)</b>
		WestJet FF [REDACTED]
		Ticket number [REDACTED]
		Seat YEG-YVR 5A YVR-YEG 5A

### Air itinerary details

<b>Edmonton (YEG)</b> Fri Feb 13 2015, 7:00 PM Boeing 737-700	<b>Vancouver (YVR)</b> Fri Feb 13 2015, 7:39 PM	<b>WS 107</b> WestJet	<b>Fare type: Flex</b> Non-stop
<b>Vancouver (YVR)</b> Thu Feb 19 2015, 1:35 PM Boeing 737-700	<b>Edmonton (YEG)</b> Thu Feb 19 2015, 4:05 PM	<b>WS 180</b> WestJet	<b>Fare type: Econo</b> Non-stop

### Pricing breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
Adult	\$432.00	\$36.00	\$90.86	\$558.86	x 1	\$558.86 CAD

YEG-YVR: Flex fare type benefits

No fee for first checked bag<sup>1</sup>

Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece<sup>1</sup>

Lower change and cancellation fees

<sup>1</sup> Not applicable on flights operated by our airline partners

YVR-YEG: Econo fare type benefits

First checked bag fee of \$25-29.50 CAD for flights within Canada or to/from the U.S.<sup>1</sup>

Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece<sup>1</sup>

<sup>1</sup> Not applicable on flights operated by our airline partners

Total airfare: **\$558.86 CAD**

### Seats

Regular seat	WS 0107 YEG-YVR Seat 5A Mr Cesarino Battistel	\$10.00 CAD + \$0.50 CAD tax
Regular seat	WS 0180 YVR-YEG Seat 5A Mr Cesarino Battistel	\$10.00 CAD + \$0.50 CAD tax

Total seats: **\$21.00 CAD**

Charged to AMERICAN EXPRESS [REDACTED]	\$558.86 CAD
Charged to AMERICAN EXPRESS [REDACTED]	\$21.00 CAD

**Total: \$579.86 CAD**

Display Previous Bookings

Manage My Booking

Help and FAQ

Thank you for booking with us. This confirmation contains the details of your booking and additional practical information. An email confirmation will also be sent to your email address (mbattiste@me.com)

Booking reference no.	T3317
Car park	Jetset Youpark
Arrive	Friday 13 February 2015 18:00
Depart	Thursday 19 February 2015 16:30
Price	\$49.50

Name	Mr Cesarino Battistel
Daytime telephone	[REDACTED]
Email address	[REDACTED]
Access Card Number	[REDACTED]

Payment card type	[REDACTED]
Payment card number	[REDACTED]

TOTAL \$49.50 (including \$2.36 G.S.T.)

Print

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### About your chosen car park

*Cuccio conference*

Jetset Youpark

#### Directions to car park

From HWY 2, exit and proceed towards Edmonton International Airport. Turn left before 7-11, continue south through the intersection.

How do I use my Parking reservation?

*\$8 per day x 3 days = \$24*

# Canadian University Council of Chief Information Officers

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## Payment Receipt

PayPal transaction number  
8UU14408KU469024N

**Total**  
\$200.00 CAD

We'll send a confirmation email to mbattistel@me.com. This transaction will appear on your statement as PayPal \*CANADIANUNI.

**Paid to**  
Canadian University Council of Chief Information Officers  
contact@cuccio-cdpiuc.ca  
403-541-0911

**Shipped to**

## Your shopping cart

Description	Price	Quantity	Amount
CUCCIO Winter Members Meeting, SFU - Vancouver, BC	\$200.00	1	\$200.00
		<b>Item total</b>	<b>\$200.00</b>
		Tax	\$0.00
		<b>Total</b>	<b>\$200.00 CAD</b>



**DELTA**  
**VANCOUVER SUITES**  
 550 West Hastings Street  
 Vancouver, British Columbia, V6B 1L6  
 Tel: 604-689-8188 Fax: 604-605-8881

SIMON FRASER UNIVERSITY  
 Mr Cesarino Battistel

Room: 0612  
 Folio: 240590  
 Cashier: 21  
 Arrival: 02-17-15  
 Departure: 02-19-15  
 Reference:

Group: SFU VP Academic Meeting

Date	Description	Additional Information	Charges	Credits
02-17-15	Room Charge		139.00	
02-17-15	Room DMF		1.81	
02-17-15	Room GST		7.04	
02-17-15	Room PST		14.08	
02-18-15	Room Charge		139.00	
02-18-15	Room DMF		1.81	
02-18-15	Room GST		7.04	
02-18-15	Room PST		14.08	
02-19-15	American Express	XXXXXXXXXXXX3007	XX/XX	323.86

<u>GST Summary</u>	
Registration No:	896692290
Room	14.08
F&B	0.00
Other	0.00
<b>Total</b>	<b>14.08</b>

<u>PST Summary</u>	
Room	28.16
F&B	0.00
Other	0.00
<b>Total</b>	<b>28.16</b>

<b>Total</b>	<b>323.86</b>	<b>323.86</b>
<b>Balance Due</b>	<b>0.00</b>	<b>CDN</b>

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.



**TD Insurance**  
Meloche Monnex

TD Insurance  
Direct Agency Inc.  
Palliser One  
125 - 9th Avenue SE  
12th Floor  
Calgary, Alberta  
T2G 0P6  
403 269 1112

Edmonton, Alberta  
780 429 1112

1 800 268 8955  
Fax: 1 888 658 5517  
[www.melochemonnex.com](http://www.melochemonnex.com)

January 26, 2015

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CESARINO BATTISTEL

**Home and Automobile Insurance Program**  
Alumni Association of Simon Fraser University

**Your Insurer: Security National Insurance Company**  
Your automobile insurance policy No.: 15188972

Dear Madam, Dear Sir,

We are pleased to confirm that your vehicle 2011 Nissan Murano is insured for *Business and Pleasure* use on the above-mentioned automobile insurance policy.

The difference in premium between *Pleasure without Driving to Work* use and *Business and Pleasure* use is \$63.00 for the period from January 26, 2015 to January 26, 2016.

We trust this information is in order.

**TD INSURANCE MELOCHE MONNEX**

The TD Insurance Meloche Monnex home and auto Program is underwritten by Security National Insurance Company and distributed by TD Insurance Direct Agency Inc.

