

**ATHABASCA UNIVERSITY  
EXECUTIVE EXPENSE REPORT**

Dr. Cindy Ives  
Interim Vice President, Academic  
April 1, 2016 to May 31, 2016

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 21 - 23	Edmonton	Business Meetings	153.60	348.04	50.00	-	134.52	-	686.16
Apr 18 - 21	Edmonton	Business Meetings	153.60	522.06	105.00	-	-	-	780.66
Apr 25 - 26	Edmonton	Business Meetings	153.60	174.02	15.00	-	-	-	342.62
			<b>\$ 460.80</b>	<b>\$ 1,044.12</b>	<b>\$ 170.00</b>	<b>\$ -</b>	<b>\$ 134.52</b>	<b>\$ -</b>	<b>\$ 1,809.44</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>

**DOAN'S**  
**10130-107 STREET**  
**EDMONTON ALBERTA**

\*\*\*\*\*  
**G.S.T. #R132829219**  
 \*\*\*\*\*

03/22/2016 01  
 000000#5280 CLERK01

FOOD	T	\$9.95
FOOD	T	\$12.95
FOOD	T	\$12.25
FOOD	T	\$15.95
FOOD	T	\$15.95
FOOD	T	\$12.95
FOOD	T	\$16.45
FOOD	T	\$10.95
FOOD	T	\$2.00
FOOD	T	\$2.00
MDSE ST		\$111.40
G.S.T.		\$5.57

ITEMS	100	
***TOTAL		<b>\$116.97</b>
CREDIT		\$134.52
CHANGE		\$17.55

GUEST RECEIPT	DATE	AMOUNT
 Downtown Restaurant Southside 10130-107 St. 7909-104 St. Edmonton, Alberta Edmonton, Alberta Ph: (780)424-3034 Ph: (780)434-4448 Fax: (780)424-6449 Fax: (780)434-5871		G.S.T. #132829219RT (Downtown) G.S.T. #127830149RT (Southside)
		N° 008043
		<i>Thank You</i>

**DOAN'S VIETNAMESE NOODLE HOUSE**  
 10130 107TH ST.  
 EDMONTON AB

CARD \*\*\*\*\*6766  
 CARD TYPE VISA  
 DATE 2016/03/22  
 TIME 3895 13:05:42  
 RECEIPT NUMBER  
 C82018778-001-320-022-0

**PURCHASE**  
 AMOUNT \$116.97  
 TIP \$17.55  
 TOTAL

**\$134.52**

VISA  
 A0000000031010  
 B20B5F667455E7B5  
 0080008000-E800  
 603C2A4CB6101F42  
 0080008000-F800

**APPROVED**

AUTH# 062700 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

RECEIVED  
MAR 29 2016  
FINANCE

Dr Cindy Ives

\*

Room Number: 1602  
Arrival Date: 03-21-16  
Departure Date: 03-23-16  
Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No:

03-23-16

Date	Description	Charges	Credits
03-21-16	Room Revenue	155.00	
03-21-16	Destination Marketing Fee - 3%	4.65	
03-21-16	Tourism Levy - 4%	6.39	
03-21-16	Room GST - 5%	7.98	
03-22-16	Room Revenue	155.00	
03-22-16	Destination Marketing Fee - 3%	4.65	
03-22-16	Tourism Levy - 4%	6.39	
03-22-16	Room GST - 5%	7.98	
03-23-16	Visa	XXXXXX	348.04
<b>Total</b>		<b>348.04</b>	<b>348.04</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. #866344302 RT 0001

Dr Cindy Ives

Athabasca AB

Guest Name:

Room Number: 1601  
 Arrival Date: 04-18-16  
 Departure Date: 04-21-16  
 Page No: 1 of 2

**INFORMATION INVOICE**

Folio No:

04-21-16

Date	Description	Charges	Credits
04-18-16	Room Revenue	155.00	
04-18-16	Destination Marketing Fee - 3%	4.65	
04-18-16	Tourism Levy - 4%	6.39	
04-18-16	Room GST - 5%	7.98	
04-19-16	Room Revenue	155.00	
04-19-16	Destination Marketing Fee - 3%	4.65	
04-19-16	Tourism Levy - 4%	6.39	
04-19-16	Room GST - 5%	7.98	
04-20-16	Room Revenue	155.00	
04-20-16	Destination Marketing Fee - 3%	4.65	
04-20-16	Tourism Levy - 4%	6.39	
04-20-16	Room GST - 5%	7.98	
04-21-16	Visa <span style="margin-left: 100px;">XXXXXX</span>		522.06

RECEIVED  
 APR 26 2016  
 FINANCE

Dr Cindy Ives

Athabasca AB

Guest Name:

Room Number: 1601  
Arrival Date: 04-18-16  
Departure Date: 04-21-16  
Page No: 2 of 2

**INFORMATION INVOICE**

Folio No:

04-21-16

Date	Description	Charges	Credits
	<b>Total</b>	<b>522.06</b>	<b>522.06</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. #866344302 RT 0001

Dr Cindy Ives

Athabasca AB

Guest Name:

**INFORMATION INVOICE**

Folio No:

Room Number: 1601  
 Arrival Date: 04-25-16  
 Departure Date: 04-26-16  
 Page No: 1 of 1

RECEIVED  
 APR 28 2016  
 FINANCE

04-26-16

Date	Description	Charges	Credits
04-25-16	Room Revenue	155.00	
04-25-16	Destination Marketing Fee - 3%	4.65	
04-25-16	Tourism Levy - 4%	6.39	
04-25-16	Room GST - 5%	7.98	
04-26-16	Visa XXXXXX		174.02
<b>Total</b>		<b>174.02</b>	<b>174.02</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. #866344302 RT 0001