

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Mike Battistel
Vice President, Information Technology & CIO
February 1, 2016 to March 31, 2016

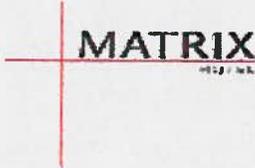
1) Travel expenses

- * "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 10 - 11	Edmonton	Business Meetings	153.60	179.63	25.00	10.00	-	-	368.23
			\$ 153.60	\$ 179.63	\$ 25.00	\$ 10.00	\$ -	\$ -	\$ 368.23

*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>*

Requested report enclosed. Please see attachment.



Mr Cesarino Battisti

Room Number: 1203
Arrival Date: 03-10-16
Departure Date: 03-11-16
Page No: 1 of 1

Guest Name:

INFORMATION INVOICE

Folio No:

03-11-16

Date	Description	Charges	Credits
03-10-16	Room Revenue	160.00	
03-10-16	Destination Marketing Fee - 3%	4.80	
03-10-16	Tourism Levy - 4%	6.59	
03-10-16	Room GST - 5%	8.24	
03-11-16	American Express		179.63
Total		179.63	179.63
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. #R66344302 (R1000)