

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Vivian Manasc, Chair, Board of Governors
February 1, 2018 to March 31, 2018

1) Travel expenses

* "Transportation" includes airfare, public transportation, taxis, parking, mileage per diem, and fuel

** "Incidentals" includes registration fees, telephone calls, and internet charges

*** "Recovery" refers to reimbursements from external parties

Travel Date(s)	Destination	Purpose	Transportation*	Accommodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
Jan 11, 2018	Edmonton	Business Meeting	-	-	-	-	42.28	-	42.28
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 42.28</u>	<u>\$ -</u>	<u>\$ 42.28</u>

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>

UNION BANK INN
- MADISON'S GRILL
10053 JASPER AVE
EDMONTON AB T5J 1S5
(780) 423-3600

SALE

Clerk #: 000135

REF#: 00000003

Batch #: 287 SEQ: 287001001003

01/11/18 08:40:50

APPR CODE: 104050

AMOUNT \$37.28
TIP \$5.00
TOTAL \$42.28

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AID: A0000000041010
TVR: 00 00 00 80 00
TSE: E8 00

CUSTOMER COPY

MADISON'S GRILL
10053-Jasper Ave
Edmonton, Alberta
780-401-2222

Server: Victoria 01/11/2018
Table 32/1 7:32 AM
Guests: 2 20007

Coffee Tea (2 @4.00) 8.00
Half Salmon Benedicts 12.00
Seasonal Fruit Cup 3.50
Madison's Parfait 12.00

Subtotal 35.50

GST Exclusive Tax 1.78

Total 37.28

Balance Due 37.28

GRATUITY : _____

TOTAL : _____

SIGNATURE : _____

PRINT NAME _____
THANK YOU
Please Come Again Soon
GST #R897343794