

**ATHABASCA UNIVERSITY  
EXECUTIVE EXPENSE REPORT**

**Dr. Matthew Prineas  
Provost and Vice President Academic  
October 1, 2018 to November 30, 2018**

**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
September 13 - 25, 2018	Calgary, Montreal	Business Meetings/Attend Conferences	227.00	-	-	1,875.00	-	-	2,102.00
September 3 - 14, 2018	Edmonton	Business Meetings	100.69	-	-	-	-	-	100.69
September 17 - 28, 2018	Edmonton	Business Meetings	76.84	-	60.00	-	-	-	136.84
October 1 - 15, 2018	Edmonton	Business Meetings	86.48	-	-	-	-	-	86.48
October 19 - 24, 2018	Calgary	Business Meetings	234.00	-	-	-	-	-	234.00
			<b>\$ 725.01</b>	<b>\$ -</b>	<b>\$ 60.00</b>	<b>\$ 1,875.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,660.01</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>



Our Logo

ITINERARY/RECEIPT

2018-09-19

You can reach us at:

1 UNIVERSITY DR  
ATHABASCA, AB T9S 3A3

Red Arrow - ESS  
Central Reservations: 1-800-232-1958  
sales@redarrow.ca

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
1839891	2018-09-19	409035			2018-09-20	2018-09-21	-	SARA

Travellers:

PRINEAS/MATTHEW

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
<b>EDMCAL 14:00 YYC.</b> Assigned to: 09C Departs Edmonton (EDMTO / ETO 10014 104 St) at 14:00 on 2018-09-20. Arrives Calgary (CALTO / CTO 205 9 Ave SE) at 18:05 on 2018-09-20. (4 hrs 5 mins)	4 hrs 5 mins	Adult	1	\$ 72.38	\$ 76.00
<b>CEEXP 16:30.</b> Assigned to: 09B Departs Calgary (CALTO / CTO 205 9 Ave SE) at 16:30 on 2018-09-21. Arrives Edmonton (EDMTO / ETO 10014 104 St) at 19:50 on 2018-09-21. (3 hrs 20 mins)	3 hrs 20 mins	Adult	1	\$ 72.38	\$ 76.00

Payments Received

DATE	GUEST	REFERENCE	AMOUNT
2018-09-19	MATTHEW PRINEAS		\$ 152.00

<b>Base Price:</b>	\$ 144.76
<b>Discounts:</b>	\$ 0.00
<b>Service Charges:</b>	\$ 0.00
<b>GST:</b>	\$ 7.24
<b>Invoice Total:</b>	\$ 152.00

<b>Payments Received:</b>	\$ 152.00
<b>Balance Due:</b>	\$ 0.00

**PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN. PLEASE CHECK IN 15 MINUTES PRIOR TO DEPARTURE**

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures must be given. All Camrose Departures require 30 minutes notice. December 15 - January 5 to cancel or make any changes.

## Receipt | Reçu - NATVAC 2018

ePly Registrations <Registrations@eply.com> on behalf of  
Marie-Hélène Villeneuve <mhvilleneuve@caubo.ca>

Tue 9/25/2018 3:06 PM

To

### INTERNET CREDIT CARD RECEIPT

Event: NATVAC 2018 Annual Meeting| Rencontre annuelle 2018 du  
Registration: NATVAC

Order Date: 2018-09-25  
Order Number: 2552019-F1781818  
Bank Auth Code: 170624  
Order Total: \$650.00  
Name on Card: Matthew Prineas  
Email Address: @athabascau.ca

### MERCHANT INFORMATION

Your credit card statement will show this transaction as "CAUBO | ACPAU"

Merchant Name: CAUBO  
Address: Suite 315, 350 Albert Street  
Ottawa, ON K1R 1B1  
Phone: 613-230-6760 x333  
Email: mhvilleneuve@caubo.ca

# Receipt - FBS 2018 Annual Conference / Conférence annuelle 2018 des SANCP

ePly Registrations <Registrations@eply.com> on behalf of  
Marie-Hélène Villeneuve <mhvilleneuve@caubo.ca>

Tue 9/25/2018 3:34 PM

To: @athabascau.ca>;

## INTERNET CREDIT CARD RECEIPT

Event Registration: Faculty Bargaining Services 2018 Annual Conference and Summit |  
Conférence annuelle et sommet 2018 des Services d'appui à la  
négociation avec le corps professoral

Order Date: 2018-09-25  
Order Number: 2324202-F1781852  
Bank Auth Code: 173444  
Order Total: \$1,225.00  
Name on Card: Matthew Prineas  
Email Address: @athabascau.ca

	Date	Description	Charge	Payment	Balance
Summary of Charges	2018-09-25 2:33:57 PM	Summit   Sommet	\$725.00	\$0.00	-\$725.00
	2018-09-25 2:33:57 PM	Conference   Conférence	\$500.00	\$0.00	-\$1,225.00
	2018-09-25 2:34:44 PM	Receive 2324202-F1781852	\$0.00	\$1,225.00	\$0.00

## MERCHANT INFORMATION

Your credit card statement will show this transaction as "CAUBO | ACPAU"

Merchant Name: CAUBO  
Address: Suite 315, 350 Albert Street  
Ottawa, ON K1R 1B1  
Phone: 613-230-6760 x333  
mhvilleneuve@caubo.ca

# Red Arrow Itinerary/Receipt



Red Arrow Reservations <itinerary@redarrow.ca>

Fri 10/19/2018 10:28 AM

To: @athabascau.ca>;

Our Logo

## ITINERARY/RECEIPT

2018-10-19

*You can reach us at:*

ATHABASCA UNIVERSITY  
1 UNIVERSITY DRIVE  
ATHABASCA, AB T9S 3A3

Red Arrow - LTO  
Central Reservations: 1-800-232-1958  
sales@redarrow.ca

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
1852449	2018-10-19	71878			2018-10-24	2018-10-26	-	SHERRY

*Travellers:*

**PRINEAS/MATTHEW**

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
<b>EDMCAL 14:00 YYC.</b> Assigned to: 05A Departs Edmonton (EDMTO / ETO 10014 104 St) at 14:00 on 2018-10-24. Arrives Calgary (CALGARY YYC / YYC Desk arrivals level between door 4&5) at 17:35 on 2018-10-24. (3 hrs 35 mins)	3 hrs 35 mins	Adult	1	\$ 80.95	\$ 85.00
<b>CALEDM 14:00 YYC.</b> Assigned to: 12C Departs Calgary (CALGARY YYC / YYC Desk arrivals level between door 4&5) at 14:30 on 2018-10-26. Arrives Edmonton (EDMTO / ETO 10014 104 St) at 18:05 on 2018-10-26. (3 hrs 35 mins)	3 hrs 35 mins	Corporate 1	1	\$ 80.00	\$ 84.00

**Payments Received**

DATE	GUEST	REFERENCE	AMOUNT
2018-10-19	customer: ATHABASCA UNIVERSITY		\$ 169.00

<b>Base Price:</b>	\$ 160.95
<b>Discounts:</b>	\$ 0.00
<b>Service Charges:</b>	\$ 0.00

**PLACE ON DASH THIS SIDE UP**

**VALID ONLY IF PROPERLY DISPLAYED  
ON STREETSIDE DASHBOARD  
THIS SIDE UP**

Park 103  
Impark Edmonton Lot 303



Terminal: 02030301

**Plate:**

Valid through:

**WEDNESDAY 31 OCT 18  
1:36 PM**

**AMOUNT PAID: \$65.00**

**ENTRY TIME: 10/24/2018 1:37 PM**

**RECEIPT NO: 4783**

**Tel: 780-420-1976**

**GST No: #887315638RT0001**

**PLACE ON DASH THIS SIDE UP**

**PROOF OF PURCHASE**