

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Nancy Laird, Chair, Board of Governors
October 1, 2019 to December 31, 2019

1) Travel expenses

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

** "Other" 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
Sep 13 -14, 2019	Edmonton, AB	Business Meetings	655.46	-	-	-	-	-	655.46
			<u>\$ 655.46</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 655.46</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>