

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Pamela Walsh, Vice President, Advancement
December 31, 2012 to January 31, 2013

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
Nov 6th	Athabasca	Business lunch	-	-	-	-	40.94	-	40.94
Nov 6th	Edmonton	Business meetings (1 trip)	61.64	-	-	-	-	-	61.64
Nov 18 to Nov 24th	Edmonton	Business meetings (1 trip)	75.00	154.13	-	-	36.85	-	265.98
Nov 25 to Dec 1	Edmonton	Business meetings (1 trip)	157.26	130.90	25.00	-	-	-	313.16
Dec 9 to Dec 15	Edmonton	Business meetings (1 trip)	147.20	138.71	50.00	-	-	-	335.91
Dec 2 to Dec 8	Edmonton	Business meetings (1 trips)	147.20	306.04	35.00	-	194.31	-	682.55
Nov 8 to Nov 17	Dubai	Attend Conference	33.59	591.06	-	-	-	-	624.65
			\$ 621.89	\$ 1,320.84	\$ 110.00	\$ -	\$ 272.10	\$ -	\$ 2,324.83

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>



Chinese & Canadian Cuisine
Happy Garden
 Restaurant

4912 - 50 Street, Athabasca, AB T9S 1E3
 Phone: 780-675-3551

SERVER	TABLE NO	PERSONS	CHECK NO.
	15		9329
FOOD		AMOUNT	
Almond duck		10.95	
St. veg		9.95	
No Oyster sauce			
No fish sauce			
Steamed		3.50	
Green cake		7.50	
BEVERAGE			
de		2-	
water			
SUB-TOTAL		33.90	
GST		1.70	
TOTAL		35.60	

Date Nov 6	Tax 1.70	Amount 35.60
Chinese & Canadian Cuisine Happy Garden Restaurant		GUEST RECEIPT
4912 - 50 Street, Athabasca, AB T9S 1E3 Phone: 780-675-3551 GST No.: 847190451RT		

A-1

HAPPY GARDEN RESTAURANT
 4912 50 ST
 ATHABASCA AB

CARD *****1283
 CARD TYPE VISA
 DATE 2012/11/06
 TIME 0099 21:26:25
 RECEIPT NUMBER
 C30719088-001-478-032-0

PURCHASE
 AMOUNT \$35.60
 TIP \$5.34
 TOTAL
\$40.94

Visa Credit
 A0000000031010
 A4FE0550DBF2B14B
 0000008000
 78322D4F9F88FC0F

APPROVED
 AUTH# 088076 01-027
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORDS

Ms Pamela Walsh
-

Canada

Guest Name

Room Number: 0601
Arrival Date: 11-20-12
Departure Date: 11-21-12
Page No: 1 of 1

INVOICE

Folio No: 133081

11-21-12

Date	Description	Charges	Credits
11-20-12	Room Revenue	140.00	
11-20-12	Tourism Levy - 4%	5.60	
11-20-12	Room GST - 5%	7.00	
11-20-12	Destination Marketing Fee - 1%	1.40	
11-20-12	GST on DMF	0.07	
11-20-12	Tourism Levy on DMF	0.06	
11-21-12	Visa		154.13
Total		154.13	154.13
Balance		0.00	

Tax Summary

GST on DMF	0.07
Destination Marketing Fee - 1%	1.40
Tourism Levy - 4 %	5.60
Room GST - 5%	7.00
GST - 5%	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. #866344302 RT 0001

The Glenora Bistro
 GST# 851697755
 10139 124 Street
 Edmonton, AB
 780- 482-3531

Server: Gregory 11/21/2012
 Table 12/1 8:09 AM
 Guests: 3 10001

Open Food 8.50
 Open Food 10.50
 B/l. Side Toast 2.00
 Ht. Coffee (2 @2.75) 5.50
 Ht. Tea 2.75

Sub Total 29.25

GST Exclusive Tax 1.46

Total 30.71

Balance Due \$ 30.71

Wireless internet is now
 available for your lunch
 meetings. We hope to see
 you again soon!

GLENORA BISTRO
 10139 124TH STREET
 EDMONTON, AB T6N 1P5
 (780) 482-3531

TERM ID: C4147867 BATCH#: 015
 EMPLOYEE ID: 302 SHIFT#: 001

Sale

0000000012
 SEQ#:015001001001
 Visa Credit
 AUTH: 1283

Amount: \$ 30.71
 Tip: \$ 6.14

Total: CAD\$ 36.85

APPROVED 005184
 001 00

21-Nov -12 08:40:16

CUSTOMER COPY
 THANK YOU

Date Nov. 21, 2012 Amount 10.00 G.S.T. Included
 From Matrix Hotel
 To Glenora Bistro
 Driver _____ Car # _____
780-425-2525 780-425-8310
www.co-optaxi.com



105

11-30-12

Mrs Pamela Walsh	Folio No. :	Room No. : 317
	A/R Number :	Arrival : 11-29-12
CA DESCRIPTION	Group Code :	Departure : 11-30-12
	Company : Athabasca University	Conf. No. : 67050227
	Membership No. : PC 382009865	Rate Code : IPF05
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
11-29-12	Parking	10.00 ✓	
11-29-12	*Room	119.00	
11-29-12	GST Tax	5.95	
11-29-12	Trsm Levy Tax	4.76	
11-29-12	Municipal DMF Tax	1.19	
11-29-12	Municipal DMF Tax GST	0.06 ✓	
11-30-12	American Express XXXXXXXXXXXX1008		140.96
Total		140.96	140.96
Balance		0.00	

Thank you for staying at Holiday Inn Express Downtown Edmonton. Qualifying points for this stay will automatically be credited to your account. To make additional reservations online, update your account information or view your statement please visit www.priorityclub.com. We look forward to welcoming you back soon.

Guest Signature: _____
 I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the Issuer.

Holiday Inn Express Downtown
 Edmonton10010 - 104 Street
 Canada T5J 0Z1 Edmonton, AB
 Telephone: (780) 423-2450 Fax: (780) 426-6090
 0GST #896724515
www.hiexdowntown.com



DELTA
EDMONTON CENTRE
SUITE HOTEL

10222 - 102 Street, Edmonton, Alberta T5J 4C5
Tel: 780-429-3900 Fax: 780-426-0562

Mrs Pamela Walsh
Canada

Room: 0408
Folio: 150912
Cashier: 466
Arrival: 12-13-12
Departure: 12-14-12

Date	Description	Additional Information	Charges	Credits
12-13-12	Room Charge		126.00	
12-13-12	Room - GST		6.36	
12-13-12	Room - Tourism Levy		5.09	
12-13-12	Room - Destination Mkt. Fee		1.26	
12-14-12	IRD - Breakfast	CHECK# 2427 Not claimed	49.39	per diem only
12-14-12	American Express	XX/XX		158.10

Total	158.10	158.10
Balance Due	0.00 CDN	\$ 138.71

GST Summary	
Registration No:	899111215
Room	6.36
F&B	0.64
Other	0.00
Total	7.00

TOTAL 158.10
less: 19.39
Paid \$ 138.71

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

Hosting
Cabinet
event

THE WESTIN EDMONTON
Share Restaurant
GST# 861336493RT0005

203 Kevin 6

2/3 888 GST 1
06DEC'12 6:46PM

1 Quinoa Stir Fry	20.50
NO EGG	
* SPECIAL EP *	
1 Coffee	5.50
1 Protein	34.00
1 Protein P	0.00
TAX	60.00
TAX	3.00
Total due	\$63.00

Total : _____

Room # _____

Name Print _____

Signature _____

Checkout folio emailed? _____

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

Pam Walsh

1.

Canada

Email: Will Not Give Email
Address

Page Number : 1
Guest Number: 722549
Folio ID : A
No. Of Guest: 1
Room Number : 601
Room Rate : 169.00
Club Account:

Invoice Nbr: 136083
Arrive Date: 06-DEC-12 18:45
Depart Date: 07-DEC-12 09:16

Copy Invoice

Tax ID: 861336493RT0005
The Westin Edmonton 08-DEC-12 11:09 SHUAKAD

Date	Reference	Description	Charges	Credits
06-DEC-12	RT601	Room Charge	169.00	
06-DEC-12	RT601	GST	8.53	
06-DEC-12	RT601	DMF	1.69	
06-DEC-12	RT601	Tourism Levy	6.83	
07-DEC-12	AX	American Express		-186.05
		** Total	186.05	-186.05
		*** Balance	0.00	

As a Starwood Preferred Guest, you could have earned 338 Starpoints for this visit. Please provide your member number or enroll today.

Continued on the next page

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

Dr. Pamela Walsh
-
Canada
Email: PAMELAW@ATHABASCAU.CA

Page Number : 1
Guest Number: 723144
Folio ID : A
No. Of Guest: 1
Room Number : 601
Room Rate : 109.00
Club Account:

Invoice Nbr: 1000093844
Arrive Date: 07-DEC-12 09:16
Depart Date: 08-DEC-12 11:06

Information Invoice

Tax ID: 861336493RT0005
The Westin Edmonton 08-DEC-12 11:06 SHUAKAD

Date	Reference	Description	Charges	Credits
07-DEC-12	DEPOSIT	Deposit Applied		-119.99
07-DEC-12	RT601	Room Chrg Restricted SW	109.00	
07-DEC-12	RT601	GST	5.50	
07-DEC-12	RT601	DMF	1.09	
07-DEC-12	RT601	Tourism Levy	4.40	
		** Total	119.99	-119.99
		*** Balance	0.00	

As a Starwood Preferred Guest, you could have earned 306 Starpoints for this visit. Please provide your member number or enroll today.

Continued on the next page

CORONA
COFFEE STATION
10011-109 STREET
EDMONTON ALBERTA
TEL 780-448-1051
GST #893488395

12/06/2012 12:08PM 01
000000#0186 CLERK01

FOOD	TI	\$5.00
FOOD	TI	\$4.25
FOOD	TI	\$4.25
FOOD	TI	\$2.25
FOOD	TI	\$2.25
COLD DRINKS	TI	\$1.50
COFFEE SALES	TI	\$2.30

ITEMS 14
CASH \$21.30

CORONA COFFEE STATION
10011 109 ST NW UNIT 1
EDMONTON, AB

Term ID: 05614495

Purchase

xxxxxxxxxxxx7000 Chequing
INTERAC Entry Method: C

Amount: \$ 21.80
Tip: \$ 3.00

Total: \$ 24.80

2012/12/06 12:11:14
Seq #: 0010017890
Appr Code: 510733
Resp Code: 00/001

INTERAC
A0000002771010
31 ED 12 B7 F9 31 ED 08
80 80 00 00 00
68 00
09 B1 CB 5E 05 A9 1B A5

APPROVED
Thank You

Customer Copy

THE WESTIN EDMONTON
Share Restaurant
GST# 881336493RT0005

207 Megan 1

11/1 905 GST 4
07DEC'12 7:14AM

1 Std Cut Oatmeal	10.50
1 Toast	4.00
Wheat Toast	
1 Coffee	5.50
1 Breakfast Table	25.00
1 Continental	18.00
1 Tazo Tea	5.50
FOOD	68.50
Tax	3.43
Total Due	\$71.93

Gratuity: 9.00

Total: 80.93

Room # _____

Name Print _____

Signature _____

Checkout folio emailed? _____

Hosting →

CREDIT CARD VOUCHER

Share Restaurant
CHECK: 505
TABLE: 11/1
SERVER: 207 Megan
DATE: 07DEC'12 8: JAM
CARD TYPE: Amex
ACCT #: _____
EXP DATE: XX/XX
AUTH CODE: 5414ⁿ1
PAMELA ANNE WALSH

SUBTOTAL: 71.93

THE WESTIN EDMONTON
Share Restaurant
GST# 861336493RT0005

213 Trevor

29/1 1026 GST 1
07DEC'12 2:03PM

CREDIT CARD VOUCHER

Share Restaurant

CHECK: 1026
TABLE: 29/1
SERVER: 213 Trevor
DATE: 07DEC'12 3:53PM
CARD TYPE: Amex
ACCT #:
EXP DATE: XX/XX
AUTH CODE: 585440
PAMELA ANNE WALSH

SUBTOTAL: 22.58

1 Latte 6.50
1 Coffee 5.50
1 Tazo Tea 5.50
1 250 San Pilgrno 4.00

FOOD
Tax 1.08
Total Due \$22.58

Gratuity: 3.00

Total: \$25.58

Room # _____

Name Print _____

Signature _____

Checkout folio ema ed? _____



RAMADA.

DOWNTOWN DUBAI

7

Room No.	2103
Folio No.	35596
Arrival Date & Time.	16/11/12, 13:44
Departure Date & Time.	17/11/12, 06:53
Adults / Children	1 / 0
Conf No.	891178
Checked Out By	Eyad Al Khatib

Dr Pamela Walsh CA DESCRIPTION	
Cashier ID : 78	
17/11/12	2 of 2

Date	Description		
16/11/12	Visa Card		1,259.60
16/11/12	Room Charge	[NA Pkg. Trx]	883.00
16/11/12	Municipality Fee - Rooms	[Add: 10%. (B)]	88.30
16/11/12	Service Charge - Rooms	[Add: 10%. (B)]	88.30
17/11/12	American Express		1,059.60
17/11/12	American Express		-169.80

1,059.60
-169.80

2169.20
Dirhams

#591.06 CDN

Guest Signature

Cashier Signature

Thank you for choosing Ramada Downtown and look forward to your return

Overlooking Burj Khalifa and Dubai Fountain
 Ramada Downtown Dubai P.O. Box 116566 Dubai U.A.E. Tel: +971 4 330 7330 Fax: +971 4 330 7300
 Overlooking Burj Khalifa and Dubai Fountain, Downtown Dubai
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