

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

**Dr. Alexander Kondra
Acting Vice President, Academic
June 1, 2013 to July 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
May 2 to May 23	Edmonton, Calgary, St. Albert	Business meetings (5 trips)	998.20	478.40	105.00	30.00	-	-	1,611.60
June 8 to June 17	Edmonton	Business meetings (4 trips)	624.80	178.51	25.00	10.00	-	-	838.31
July 2 to July 6	Montreal	Attend Conference (PD Funded)	1,005.60	1,275.78	255.00	595.00	-	-	3,131.38
			\$ 2,628.60	\$ 1,932.69	\$ 385.00	\$ 635.00	\$ -	\$ -	\$ 5,581.29

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>

HOTEL ALMA



169 UNIVERSITY GATE NW
 CALGARY, ALBERTA, CANADA T2N 1N4
 1.877.498.3203 T 403.220.3203 F 403.284.4184
 W HOTELALMA.CA

RECEIVED

MAY 27 2013

FINANCE

KONDRA, ALEX

Room Number: 536

1 UNIVERSITY DRIVE
 ATHABASCA, AB T9S3A3 CA

Daily Rate: 129.00

Room Type: SQN

No. of Guests: 1 / 0

ARRIVAL	DEPARTURE	CREDIT CARD	RATE PLAN	CATEGORY	ACCOUNT
02-May-13	03-May-13	XXXXXXXXXXXX7284	GROUPU	INT	20090142123

DATE	ROOM NO.	DESCRIPTION	REFERENCE	AMOUNT
02-May-13	536	PARKING	PARKING CHARGE	\$8.00
02-May-13	536	ROOM CHARGE	#536 KONDRA, ALEX	\$129.00
02-May-13	536	ROOM FEE	ROOM FEE	\$3.87
02-May-13	536	GST	GST	\$6.64
02-May-13	536	ALBERTA TOURISM LEVY	ALBERTA TOURISM LEVY	\$5.31
03-May-13	536	VISA	VISA	(\$152.82)

TOTAL DUE: \$0.00

SIGNATURE _____

TERMS: DUE AND PAYABLE UPON PRESENTATION. I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THE INDICATED PERSON OR THIRD PARTY FAILS TO PAY FOR ANY PART OF, OR THE FULL AMOUNT OF, CHARGES.

The Destination Marketing Fee is subject to 5% GST and 4% ATL
 GST R#108102864

Mr Alex Kondra
1 University Drive
Athabasca AB T9S 3A3
Canada

Room Number: 0515
Arrival Date: 05-16-13
Departure Date: 05-17-13
Page No: 1 of 1
Confirmation No 8262330

INVOICE

Folio No: 148542

05-17-13

Date	Description	Charges	Credits
05-16-13	Room Revenue	145.00	
05-16-13	Destination Marketing Fee - 3%	4.35	
05-16-13	Tourism Levy - 4%	5.97	
05-16-13	Room GST - 5%	7.47	
05-17-13	Visa XXXXXXXXXXXXXXX7284 XX/XX		162.79
Total		162.79	162.79
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. #86634 4302 RT 0001



Mr Alex Kondra
 1 University Drive
 Athabasca AB T9S 3A3
 Canada

Room Number: 0704
 Arrival Date: 05-23-13
 Departure Date: 05-24-13
 Page No: 1 of 1
 Confirmation No 8037583

INVOICE

Folio No: 149077

05-24-13

Date	Description		Charges	Credits
05-23-13	Room Revenue		145.00	
05-23-13	Destination Marketing Fee - 3%		4.35	
05-23-13	Tourism Levy - 4%		5.97	
05-23-13	Room GST - 5%		7.47	
05-24-13	Visa	XXXXXXXXXXXX7284		162.79
		Total	162.79	162.79
		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. #86634 4302 RT 0001

RECEIPT
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PLACE FACE UP ON DASH

NO IN AND OUT PRIVILEGES
IMPARK LOT 4

Expiration Date/Time

09:00 AM
JUN 09, 2013

Purchase Date/Time: 05:36pm Jun 08, 2013

Total Parking: \$22.86

Total gst: \$1.14

Total Due: \$24.00 Rate: \$24-overnight to 5am

Total Paid: \$24.00 Payment Type: Card

Ticket #: 50968101

S/N #: 500012360968

Setting: Lot 4

Mach Name: Meter 1

Card #****-7284, Visa

Auth #: 093280

GST #887315638RT0001

RECEIPT

NO IN AND OUT PRIVILEGES

Expiration Date/Time: 09:00am Jun 09, 2013

Purchase Date/Time: 05:36pm Jun 08, 2013

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Ticket #: 50968101

Setting: Lot 4

Mach Name: Meter 1

Card #****-7284, Visa

Auth #: 093280

PLACE FACE UP ON DASH

NO IN AND OUT PRIVILEGES
IMPARK LOT 4

Expiration Date/Time

10:54 AM
JUN 09, 2013

Purchase Date/Time: 08:54am Jun 09, 2013

Total Parking: \$11.43

Total gst: \$0.57

Total Due: \$12.00

Rate: \$12 - 2 Hours

Total Paid: \$12.00

Payment Type: Card

Ticket #: 98021570

S/N #: 500012360968

Setting: Lot 4

Mach Name: Meter 1

Card #*****7284, Visa

Auth #: 059996

GST #887315638RT0001

RECEIPT

NO IN AND OUT PRIVILEGES

Expiration Date/Time: 10:54am Jun 09, 2013

Purchase Date/Time: 08:54am Jun 09, 2013

Total Parking: \$11.43

Total gst: \$0.57

Total Due: \$12.00

Rate: \$12 - 2 Hours

Total Paid: \$12.00

Payment Type: Card

Ticket #: 98021570

Setting: Lot 4

Mach Name: Meter 1

Card #*****7284, Visa

Auth #: 059996

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Nisku Inn & Conference Centre

1101 - 4 St
Nisku, AB T9E 7N1
Ph: (780) 955-7744 Fax: (780) 955-7743
info@niskuinn.com



TAX ID: GST #: 833923162

Alex Kondra

Athabasca, AB
Canada

Room	Folio	CheckIn	CheckOut	Balance
181	222272	07/01/2013	07/02/2013	0.00
Master Folio		Corporate Daily Rate		

Date	Room	Description / Voucher	Charges	Credits	Balance
07/01/2013	181	Room	119.00	0.00	119.00
07/01/2013	181	GST - 5.000%	5.95	0.00	124.95
07/01/2013	181	Room Tax - 4.000%	4.76	0.00	129.71
07/02/2013	181	Visa - 022914	0.00	129.71	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales			119.00
		GST 5.00%			5.95
		Room Tax 4.00%			4.76

NS
07/02/2013 08:18 AM

Thank you for choosing the Nisku Inn!
We hope you enjoyed your stay.
www.niskuinn.com

A



29th EGOS Colloquium -Invoice/Receipt
 no-reply to: alexk

30/04/2013 10:10 AM

***This e-mail was sent from a notification-only address and cannot receive incoming e-mail messages or replies.
 If you need to contact us, please send an e-mail to:
 egos2013-registration@opus3.com .***

29th EGOS Colloquium 2013-07-04 - 2013-07-06

Invoice/Receipt

2013-04-30

Transaction Number: EGO-1367334388-29120
 Alex Kondra
 Athabasca University
 Faculty of Business
 1 University Drive
 athabasca Alberta t9s 3a3
 Canada

 Participant

Prefix	Last Name	First Name
* Dr.	Kondra	Alex

 Registration Fees & Activities

Description	Unit Price	Total	Qty
Egos Full Member (Alex Kondra)	\$CAD 535.00	\$CAD 535.00	1
I will attend the Welcome Cocktail (Alex Kondra)	\$CAD 0.00	\$CAD 0.00	1
Bridging North-American & European Institutionalisms (Alex Kondra)	\$CAD 0.00	\$CAD 0.00	1

Total: \$ 535.00

 Payment

Credit Card: Visa
 Card Number: xxxx xxxx xxxx 7284



Air Canada - 02-Jul: Edmonton - Montreal (booking ref: LBIH8R)
Air Canada to: alexk

23/04/2013 08:01 AM

History:

This message has been forwarded.

***** PLEASE DO NOT REPLY TO THIS EMAIL *****

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Booking Reference: LBIH8R

Electronic Ticketing confirmed.
This is your official itinerary/receipt.

Main Contact Information

Mr Alex Z Kondra
alexk@athabascau.ca
Mobile:
Home:
Work:

Flight Itinerary

From Edmonton (YEG) To Montreal (YUL) Flight AC176
Departing: Tue 02-Jul 2013 10:15 Arriving: Tue 02-Jul 2013 16:10
Aircraft: E90
Stops: 0
Fare Type: Tango P

From Montreal (YUL) To Edmonton (YEG) Flight AC1139
Departing: Sat 06-Jul 2013 18:55 Arriving: Sat 06-Jul 2013 21:26
Aircraft: 320
Stops: 0
Fare Type: Tango A

Passenger Information

Passenger 1 - Adult
Name: Mr Alex Z Kondra
Ticket Number: 0142120410018
Frequent Flyer Prog: Air Canada - Aeroplan
Program Number:
Meal Preference: Regular
Special Needs: None
Seat Selection: None
Payment Card: xxxx-xxxx-xxxx-7284

Purchase Summary

Canadian dollars

Passenger Type: Adult

Air Transportation Charges

Departing Flight (Tango) 336.00

Return Flight (Tango) 259.00

Surcharges: 46.00

Taxes, Fees and Charges

Canada Airport Improvement Fee: 50.00

Canada Quebec Sales Tax (QST #1000-043-172 TQ1991): 2.49

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001): 35.26

Air Travellers Security Charge (ATSC): 14.25

Total airfare and taxes before options (per passenger): 743.00

Number of passengers: 1

Travel Insurance (declined) 0.00

Grand Total - Canadian dollars: CAD743.00

Important Information

Please review this itinerary/receipt and, should you have any questions,
please call 1-888-247-2262 within 24 hours of receipt.

NOTICE - SOLD SUBJECT TO TARIFF REGULATIONS

View Air Canada's General Conditions of Carriage:
aircanada.com/conditionsofcarriage

All passengers are advised to view the Travel documentation page for important
information on identification required for travel:
aircanada.com/traveldocumentation

Baggage Policy
aircanada.com/baggage

Check-in and boarding times
aircanada.com/deadlines

* Check-in Recommended
** Check-in Cut-off time
*** Boarding Gate Cut-off time
Within Canada (* 60 min. ** 45 min. *** 20 min.)
To/from USA (* 90 min. ** 60 min. *** 20 min.)
To/From international (* 120 min. ** 60 min. *** 30 min.)
Exceptions:
From Beijing and Shanghai (* 150 min. ** 60 min. *** 30 min.)
From Caracas (* 180 min. ** 90 min. *** 60 min.)
From Tel Aviv (* 180 min. ** 75 min. *** 60 min.)

REÇU - RECEIPT

DATE 1/d / m/m 08/07/13

\$ 20
L.P.S. & T.V.Q. incluse
G.S.T. & P.S.T. included

VOYAGE DE/FROM _____
TRIP À/TO _____

No. Vignette No. Permis de travail
Sticker No. _____ Workpermit No. _____

TPS/GST _____

TVQ/QST _____

CHAMPLAIN TAXIS FAX: (514) 273-4445
ADMINISTRATION: (514) 273-3377


Signature du chauffeur
Driver's signature



DATE:

6/7/13 \$ 28

DE/FROM:

À/TO:

N° Vignette / Cum No.

N° permis de travail / Work permit No.

NIP:

Cie

Signature du conducteur / Driver's signature

Signature du client / Customer's signature

4135898





343-0-343

REÇU-RECEIPT

DATE: 06 07 13 \$ 30.00

JO MNA AY T.P.S./T.V.Q./Q.S.T.-Q.S.T.
Incluse Included

VOYAGE / TRIP: De/From _____
À/To _____

No. Vignette Sticker No. 2406 No. permis de travail Workpermit No. _____

No. Auto Car No. _____ Signature du chauffeur Driver's Signature _____

No. T.P.S./G.S.T. _____ No. T.V.Q./Q.S.T. _____

TAXI ATLAS - TÉL:(514) 485-8585, FAX:(514) 485-0946

Nisku Inn & Conference Centre

1101 - 4 St
 Nisku, AB T9E 7N1
 Ph: (780) 955-7744 Fax: (780) 955-7743
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TAX ID: GST #: 833923162

Alex Kondra

Athabasca, AB
 Canada

Room	Folio	CheckIn	CheckOut	Balance
187	222535	06/07/2013	07/07/2013	129.71
Master Folio		Corporate Daily Rate		

Date	Room	Description / Voucher	Charges	Credits	Balance
06/07/2013	187	Room	119.00	0.00	119.00
06/07/2013	187	GST - 5.000%	5.95	0.00	124.95
06/07/2013	187	Room Tax - 4.000%	4.76	0.00	129.71
		Balance Due			129.71
		Summary and Taxes			
		Taxable Sales			119.00
		GST 5.00%			5.95
		Room Tax 4.00%			4.76

LPS
 07/07/2013 09:05 AM

Thank you for choosing the Nisku Inn!
We hope you enjoyed your stay.
www.niskuinn.com

F



Hyatt Regency Montreal
 1255, Rue Jeanne-Mance, C.P. 130
 Montreal (Quebec) H5B 1E5
 Tel: (514) 982-1234
 Fax: (514) 285-1243

Note d'Hôtel

Payeur Alex Kondra
 1 University Drive
 Athabasca AB T9S3A3
 Canada

Membre de

Bonus

Confirmation No. **2394339801**

Nom du Groupe HEC EUROPEAN GROUP ORGANIZATIONAL

Chambre No. 0628
 Arrivée 07/02/13
 Départ 07/06/13
 Page No. 1 of 2
 Folio 826455
 Facture

T.P.S./G.S.T# 807214218
 T.V.Q./P.S.T# 1214207601

Date	Description		Charges	Crédits
07/02/13	Internet-Chambre	18:20 Room# 0628 : Premium Speed 5M - \$	14.95	
07/02/13	TPS Divers		0.75	
07/02/13	TVQ Divers		1.57	
07/02/13	Chambre-Grp.Rev.Tx3.5%		199.00	
07/02/13	TTQ		6.97	
07/02/13	TPS (GST)		10.30	
07/02/13	TVQ (PST)		20.55	
07/03/13	Internet-Chambre	22:31 Room# 0628 : Premium Speed 5M - \$	14.95	
07/03/13	TPS Divers		0.75	
07/03/13	TVQ Divers		1.57	
07/03/13	Chambre-Grp.Rev.Tx3.5%		199.00	
07/03/13	TTQ		6.97	
07/03/13	TPS (GST)		10.30	
07/03/13	TVQ (PST)		20.55	
07/04/13	Internet-Chambre	01:21 Room# 0628 : Premium Speed 5M - \$	14.95	
07/04/13	TPS Divers		0.75	
07/04/13	TVQ Divers		1.57	
07/04/13	Chambre-Grp.Rev.Tx3.5%		199.00	
07/04/13	TTQ		6.97	
07/04/13	TPS (GST)		10.30	
07/04/13	TVQ (PST)		20.55	
07/05/13	Internet-Chambre	03:06 Room# 0628 : Premium Speed 5M - \$	14.95	
07/05/13	TPS Divers		0.75	
07/05/13	TVQ Divers		1.57	
07/05/13	Chambre-Grp.Rev.Tx3.5%		199.00	
07/05/13	TTQ		6.97	
07/05/13	TPS (GST)		10.30	
07/05/13	TVQ (PST)		20.55	
07/06/13	Visa	XXXXXXXXXXXX7284 XX/XX		1,016.36



Hyatt Regency Montreal
1255, Rue Jeanne-Mance, C.P. 130
Montreal (Quebec) H5B 1E5
Tel: (514) 982-1234
Fax: (514) 285-1243

Note d'Hôtel

Payeur Alex Kondra
1 University Drive
Athabasca AB T9S3A3
Canada

Membre de
Bonus
Confirmation No. **2394339801**
Nom du Groupe HEC EUROPEAN GROUP ORGANIZATIONAL

Chambre No. 0628
Arrivée 07/02/13
Départ 07/06/13
Page No. 2 of 2
Folio 826455
Facture

T.P.S./G.S.T# 807214218
T.V.Q./P.S.T# 1214207601

Date	Description	Charges	Crédits	
Vous n'avez obtenu aucun crédit pour grands voyageurs dans le cadre de ce séjour. Pour vous inscrire au programme Gold Passport, composez le 1-800-51-HYATT		Total	1,016.36	1,016.36
Solde			0.00	
	TTQ	27.88	0.00	
	TPS (GST)	41.20	TPS Divers 3.00	
	TVQ (PST)	82.20	TVQ Divers 6.28	
		0.00	0.00	

Guest Signatu

J'accepte d'acquitter
responsabilité dans l
désignée omet d'acq

AU PLAISIR DE VOUS REVOIR PROCHAINEMENT!

Notre but en matière de service à la clientèle est que vous soyez entièrement satisfait et satisfaite. Il est possible que vous receviez un sondage qui vous permettra de nous faire part de votre entière satisfaction envers notre service à la clientèle. Dans le cas où vous pensez que nous n'avons pas atteint notre but, veuillez communiquer avec Candice LaJamme, directrice du service à la clientèle, à candice.lajamme@hyatt.com.

Nous vous remercions d'avoir choisi le Hyatt Regency Montréal.