## ATHABASCA UNIVERSITY

## EXECUTIVE EXPENSE REPORT

## Dr. Frits Pannekoek

President
December 1, 2013 to January 31, 2014

## 1) Travel expenses

* "Transportation" incudes 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 1 to July 31 | Edmonton, Calgary, <br> Toronto, Westlock | Business Meetings (22 trips, 71 meetings) | 3,039.36 | - | - | - | - | - |  | 3,039.36 |
| Sept 1 to Nov 30 | Edmonton, Calgary, Toronto | Business Meetings (25 trips, 69 meetings) | 3,480.48 | - | - | - | - | - |  | 3,480.48 |
| Feb 5 to Sept 27 | Edmonton, Calgary, Athabasca, Toronto | Reimbursement of travel cash expenses | 180.26 | - | - | - | 246.43 | - |  | 426.69 |
| Oct 19 to Nov 13 | Edmonton, Calgary, China, Toronto | Business Meetings ( 6 trips, 22 meetings) Note: Trip to China - accommodations paid by host | 3,279.12 | 2,502.99 | - | - | 160.51 | - |  | 5,942.62 |
| Nov 5 to 7 | Toronto | Post-Secondary Education Summit 2013 |  |  |  |  |  |  |  |  |
|  |  |  | - | - | - | 1,170.00 | - | - |  | 1,170.00 |
| Nov 18 to Dec 13 | Edmonton, Calgary, Kuwait | Business Meetings ( 6 trips, 19 meetings) Note: Trip to Kuwait - airfare paid by host | 169.62 | 1,471.93 | - | - | - | - |  | 1,641.55 |
|  |  |  | \$ 10,148.84 | \$ 3,974.92 | \$ | \$ 1,170.00 | \$ 406.94 | \$ | \$ | 15,700.70 |

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



## SF TOWN TAXI

999 Pennsylvania Avenue, San Francisco, CA 94107


## PLACE FAGE UP ON DASH impark Lot 57 Expiration Datellime Exp 10:77AM APR 29, 2013

Purchase Date/Time: 07:07am Apr 29, 2013 Total Parking: $\$ 14.28$
Total gst: \$0.72
Total Due: $\$ 15.00 \quad$ Rate: $\$ 5.00-3$ Houps
Total Paid: $\$ 155.00$ Payment Type: Card

Ticket \#46058051 Auth \#: 042405 SN H: 100000460016 Selting: Lot 57
Mach Mane; old Mater 1
CST \#88735638RT0001

RECEIPT
Impark Lot 67
Expiratlon Date/TIme: 10:07am Apr 29, 2013
Purchase Date/Time: 07:07am Apr 29, 2013
Total Parking: $\$ 14.28$
Total gat: $\$ 0.72$
Total Due: $\$ 15.00$
Total Paid: $\$ 15.00$
Visa
Rate: $\$ 15.00-3$ HOURS
Payment Type: Card
Ticket \# 45058051
Auth \#: 042405
Setting: Lot 57
Mach Mane: old Meter 1

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                                    (minus
Athabascu Golf a Country Clun liquor)
            Box 2225
        Athakasca,mlourca
    Canada 19S 2B7
Phone: 780-675-4599
    Fax: 780-675-1027
        ดง#: 10,24801
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Visa
COMPLETE
n.xxxxxxxxxxx4932

Approval Code: 030222
Reference\# 5919960
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Signature


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Thaode Tout for choosing ASSOCIATED CAB
for all your transportation needs.
Vita our counter at the Calgary International Airport international arrival door.
Driver $\qquad$ $=14$
Car \#


GST Included \#




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In: IML IAXI BOOKINGS VISII - jill ehy ASSOCIATEDCAB CA

YEAS COPY



Allegro Italian Kitchen
10011-109th Street
Edmonton, Alberta
$780-424-6644$
Your GST\# 896140894
122 JEREMY


Table: 99-1
10/28/2013 11:51AM
1 SOUP OF THE DAY $\quad 8.95$

1 INSALATA DI MARE $\quad \begin{array}{r}80.95\end{array}$
1 INSALATA CAPRESE 12.45
CARDINAL
COFFEE
19.00
1.95

Subtotal
62.35
G.S.T.
3.12

Total 1 Due
$\$ 65.47$
**Please Pay Server**

# TRAUEL mo. 



10175-100A Street Edmonton, Alberta T6J OR7 Tel: (780) 428-6031 Fax: (780) 425-5193 E-mail: lesley@paultravel.com www.paulltravel.com


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# panul mavelm 

10175-100A Street
Edmonton, Alberta T5J OR7
Tel: (780) 428-6031
Fax: (780) 425-5193
E-mail: lesley@ paulltravel.com
www.paulltravel.com

| SALES PERSON: | 70 | ITINERARY/INVOICE NO. 0251936 | DATE: 29 OCT 13 |  |
| :--- | :--- | ---: | ---: | ---: | ---: |
| COSTOMER NBR: 010039 |  | DUPLICATE | KAQFCG | PAGE: 02 |

TO: ATHABASCA UNIVERSITY<br>1 UNIVERSITY DRIVE<br>ATHABASCA, AB T9S 3A3

FOR: PANNEKOEK/FRITS DR
reconfirm returnine and continuina regernationa 72 HOUAB IN ADVANCE FOR INFEFNATIONAL FICHTS AND SUGGEGT 46 HOURS IN ADVANCE FOR DOMESTIC FLICHTS

TOTAL BASE$1,013.00$
TOTAI TAX
TOTAI TAX ..... 64.25
TOTAL G.S.T./H.S.T. ..... 55.86
NET CC BILLING ..... 1,133.11*
TOTAL AMOUNT DUE ..... 0.00
. .AN ADMINISTRATION FEE WILI BE APPLIED ON
..EACH CHANGE REQUESTED
. . PREPARED BY DONNA KRUEGER
. .AFTER HOURS NUMBER 1-800-757-7676 IN NORTH AMERICA
..INTERNATIONAL 001-303-876-4247
..THERE IS A 35.00 CHARGE PER AFTER HOURS CALL
BAGGAGE ALLOWANCE VARIES BY DESTINATION AND BY
CLASS OF SERVICE. FOR MORE INFORMATION
GO TO WWW.AIRCANADA.COM/BAGGAGE
------------------PENALTY/CHANGE RULES
ALI FARES ARE 100 PERCENT NON-REFUNDABLE.
CHANGES ARE PERMITTED FOR A CHANGE FEE
AND ANY FARE DIFFERENCE.
AIR CANADA OFFERS ONLINE CHECKIN 24 HRS PRIOR TO DEPARTURE GO TO WWW.AIRCANADA.COM OR MOBILE.AIRCANADA.COM
RECOMMENDED CHECK-IN TIME IS AT LEAST 60 MINUTES PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE AVAILABLE AT THE BOARDING GATE AT LEAST 30 MINUTES PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING. PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE/ARRIVAL INFORMATION ARE SUBJECT TO CHANGE. PLEASE CHECK MONITORS AT THE AIRPORT. PLEASE RECONFIRM ALL FLIGHTS
BAGGAGE ALLOWANCES VARY BY DESTINATION AND AIRLINE. CHECK WITH THE AIRLINE DIRECTLY FOR BAGGAGE ALLOWANCES AND EXTRA BAGGAGE FEES.



## Guest Signature:

I have recelved the goods and / or services in the amount shown heron. I agree that my liablity for this bill is not walved and agree to be held personally llable in the event that the indicated person, company, or assoclate falls 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 cardhoider's agreement with the lssuer.




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Holiday Inn Express Downtown
Edmonton 10010-104 Street
Canada T5J 0Z1 Edmonton, AB
OGST \#896724515
uww.hiexdowntown.com

10175-100A Streat Edmonton, Alberta T5J OR7 Tel: (780) 428-6031 Fax: (780) 425-5193 E-mall: lesley@paulltravel.com www.paulltravel.com


10175-100A Street Edmonton, Alberta T6.J OR7 Tel: (780) 428-6031 Fax: (780) 425-5193 E-mail: lesley@paulltravel.com www.paulltravel.com


AIRFLIEHT SERVICES 3360 STEELES AVE W SUITE concard, on

Tera 10: 05617251
Purchase
xxxxxxoxxxxx 1089
AIEX Entry Methodi $\$$

Clerk ID: 445
Amount: $\$$
Tip:
Total: $\$$ 8.25 63.25

6(1311205 (2117:CB)
Sea \#: 0010980040
Appr Code: 565179
Rese Cate: POMO
APPROVED
Thank You

Customer Copy

- Important
retain thls cooy for your records


# paull $(P$ travelim 



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10175-100A Street Edmonton, Alberta T5J OR7 Tel: (780) 428-6031 Fax: (780) 425-5193 E-mail: lesley@paulltravel.com www.paullitravel.com

SALES PERSON: 70<br>ITINERARY/INVOICE NO. 0252238<br>DATE: 05 NOV 13<br>CISTOMER NBR: 010039<br>DUPI ICATE RCBSVI<br>PAGE: 02

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TO: ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE
ATHABASCA, AB T9S 3A3
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FOR: PANNEKOEK/FRITS DR
feconilim returnina and continuing reservatione TE HOURS IN ADVANCE FOA INTERNGTIONAL PLIAHTS AND SUGGEGT 4A HOUAS IN ADVANOE FOR DOMEGTIC FLOHTB





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Quad Bignatura:



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IIP ..... \$55.75
TOTAL

    \(=========\)
    TOTAL $\$ 60.75$
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PA/lIIEKOEK/F
Ref. H: 00101616998Entry lie Lhod: 9Auth. H: 543020Datei $2013 / 11 / 07$ Iime: 11:15A
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**FREGUENT TRAUELLER**
FIRM DF PAYMENT - DAggenger 1 AX***********1DD9 AIRPDRT GAME DAY CHANGE FEE NUMEER OF FEES - 1
TOTAL PER PEREOA - 75 , DRLCAD - 3. $75 \times G$
GRAND TUTAL ${ }^{\circ} 78.75 C A D Y O T N Q U Z Q 13 / H E$
-THATNK YOU FDR CHDOSINE AIR CANADA


10175-100A Street Edmonton, Alberta T5J OR7 Tel: (780) 428-6031 Fax: (780) 425-5193 E-mail: lesley@paultravel.com www.paulltravel.com

| SALES PERSON: 70 |  |
| ---: | :--- |
| CUSTOMER NBR: 010039 |  |
| TO: ATHABASCA UNIVERSITY |  |
| 1 |  |
| ATHABASCA, AB T9S 3A3 |  |

FOR: PANNEKOEK/FRITS DR

```
DATE: 12 NOV 13
```

PAGE: 01
TO: ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE ATHABASCA, AB T9S 3A3

## YOUR ACCOUNTING COPY

RECONFIRM RETURNING AND CONTINUING REGERVATIONS 72 HOURS IN ADVANCE FOR INTERIMATIONAL FLIGHTS AND gUGGEST 48 HOURB IN ADVANCE FOR DOMESTTC PLIGHTS



CONTINUED ON PAGE 2


10175-100A Street
Edmonton, Alberta T5J OR7
Tel: (780) 428-6031
Fax: (780) 425-5193
E-mail: lesley © paulltravel.com www.paulltravel.com

| SALES PERSON: 70 | ITINERARY/INVOICE NO. 0252447 | DATE: 12 NOV 13 |  |
| ---: | :--- | ---: | ---: | ---: |
| CUSTOMER NBR: 010039 | DUPLICATE | QSSYDY | PAGE: 02 |

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TO: ATHABASCA UNIVERSITY
1 UNIVERSITY DRIVE
ATHABASCA, AB T9S 3A3
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FOR: PANNEKOEK/FRITS DR
RECONFIAM RETURNING AND CONTINUING REBERNATIQNE TE HOURS IN ADVANCE FOR INTERNATIONAL FLIGHTB AND SUGGEST 48 HOURS IN ADNANOE FOR DOMEGTIC FLICHTS

. AN ADMINISTRATION FEE WILL BE APPLIED ON
..EACH CHANGE REQUESTED
..PREPARED BY DONNA KRUEGER
. .AFTER HOURS NUMBER 1-800-757-7676 IN NORTH AMERICA
..INTERNATIONAL 001-303-876-4247
..THERE IS A 35.00 CHARGE PER AFTER HOURS CALL
BAGGAGE ALLOWANCE VARIES BY DESTINATION AND BY
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-------------------PENALTY/CHANGE RULES $\qquad$
ALL FARES ARE 100 PERCENT NON-REFUNDABLE. CHANGES ARE PERMITTED FOR A CHANGE FEE
AND ANY FARE DIFFERENCE.
AIR CANADA OFFERS ONLINE CHECKIN 24 HRS PRIOR TO DEPARTURE GO TO WWW.AIRCANADA.COM OR MOBILE.AIRCANADA.COM
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BAGGAGE ALLOWANCES VARY BY DESTINATION AND AIRLINE. CHECK WITH THE AIRLINE DIRECTLY FOR BAGGAGE ALLOWANCES AND EXTRA BAGGAGE FEES.

## LA CHAUMIERE RESTALRANT 13917 AVENHES S W CALGARY AB T2S OA1 4032286680 <br> SALE

## Mr. 4346920 <br> TIID L4346920 <br> Batch \#. 347 <br> REF\# 00000000 <br> APPR CODE 588881 <br> AMIERICAN EXPRESS <br>  <br>  <br> T1P <br> TOTAL <br> $\$ 78.48$ <br> $\$ 10.00$

00 - APPROVED - 000
CUSTOMER COPY


La Cinainlitere Restaurant 139 - 17 th Averiue SW Calcary. AB [2S OA] Business \# 131067191

Oate: Nov 13, 2013 lime: 12:57PM
Server: Joe
\# Guest: 3 Table : 19
6. 50
13.50
13.00
18.50

1 FDIE DE VEAU PDEE E 16.56
2 CDFFEE
74.75
3.74

## Total 1

$\begin{array}{ll}\text { Lunch food } & 61.25 \\ \text { Dinmer Food } & 13.50\end{array}$

Tharik you!


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307-41 AVI it (403) 299 11|l
    HEISI ON Thit rNOHESSI(INAIS
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TIP (\$): ..... 5.00
IOTAL (\$): $\quad 45.50$

SIGNATURE:



## Guest Signature:

I have recelved the goods and / or services In the amount shown heron. I agree that my liabilty for this bill is not walved and agree to be heid personally liable in the event that the indicated person, company, or associate falls to pay for any part or the full amount of these charges. If a credilt card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

$$
\begin{gathered}
\text { Holiday Inn Express Downtown } \\
\text { Edmonton10010-104 Street } \\
\text { Canada T5J 0Z1 Edmonton, AB } \\
\text { Telephone: }(780) \text { 423-2450 Fax: (780) 426-6090 } \\
\text { OGST \#896724515 } \\
\text { www.hiexdowntown.com }
\end{gathered}
$$



SIGNATURE: $\qquad$
We thank you for staying at The Skyline Hotel and look forward to welcoming you again soon! Starwood supports the "UNICEF Check-Out for Children" Program celebrating 10 years of partnership. To date, nearly $\$ 20$ million have been raised and well over One Million Children have been immunised. Thank you for your contribution!
*" Visit our website at www.sheraton.com/skyline **




| Mr Frits Pannekoek | Folio No. A/R Number Group Code Company Membership No. invoice No. | 170459 <br> Athabasca University PC | Room No. <br> Arrival <br> Departure <br> Conf. No. <br> Rate Code <br> Page No. | 607 <br> 12-03-13 <br> 12-06-13 <br> 65778612 <br> IPF05 <br> 2 of 2 |
| :---: | :---: | :---: | :---: | :---: |


| Date | Dascription |  | Charges | Credits |
| :---: | :---: | :---: | :---: | :---: |
| Thank you for staying at Holiday Inn Express Downtown Edmonton. Quallifying points for thls 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. |  | Total | 481.32 | 481.32 |
|  |  | Balance | 0.00 |  |

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