# ATHABASCA UNIVERSITY EXECUTIVE EXPENSE REPORT

Mike Battistel
Vice President, Information Technology & CIO
October 1 to November 30, 2014

#### 1) Travel expenses

- \* "Transportation" incudes 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
Aug 16	Non-travel	Equipment Purchase (PD Funds used)							
			-	=	=	2,789.34	=	-	2,789.34
Sep 10 - 12	Cochrane, AB	Business Meetings							
			464.64	-	25.00	20.00	=	-	509.64
Sep 10 - 12	Cochrane, AB	Business Meetings		207.25					207.25
			-	387.35	=	=	-	-	387.35
Sep 23 - 26	Banff, Calgary, Edmonton	Business Meetings							
			578.52	342.09	55.00	30.00	19.72		1,025.33
Oct 1 - 2	Edmonton	Business Meetings							
			153.60	174.02	25.00	10.00	-	=	362.62
Oct 10 - 14	Edmonton	Business Meetings							
			153.60	=	15.00	=	=	-	168.60
			\$ 1,350.36	\$ 903.46	\$ 120.00	\$ 2,849.34	\$ 19.72	\$ -	\$ 5,242.88

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

**Apple Store** 

Invoice Receipt
Do Not Pay

Order Number: W233144706 Order Date: July 30, 2014

Sold To:

Cesarino Battistel

Ship To: Cesarino Battistel Athabasca University

Athabasca University Athabasca University Athabasca AB T9S 3A3

Canada

Canada

Customer No: 901178

G. S. T. Registration No: R100236199

These Products Licensed by the United States for Ultimate Destination-Canada, and may not be exported without prior written consent from Apple Canada Inc

#### **Order Details**

Product Name	Product Number	Item Price	Quantity Ordered	Quantity Fulfilled	Extended Price
MBP 13.3/2.8GHZ/8GB/512GB FLASH-USA	MGX92LL/A	\$1,799.00	1	1	\$1,799.00
Recycle Fee Serial No.: (C02N43QXG3QK)		\$1.20		1	\$1.20
			Subtotal		\$1,690.20
			G.S.T./H.S.T.		\$84.51
			Promotional Sa	wings (w/o VAT)	-\$110.00
			Total		\$1,774.71
			Amount Due		\$0.00

#### **Payment Methods**

#### **Additional Information**

Invoice Number	Invoice Date	Terms	Ship Date	
4290379199	July 31, 2014	Credit Card	July 31, 2014	

This order is subject to Apple's Sales and Refunds Policies

https://storeimages.aupie.com/1686/store.apple.com/Catalog/US/Images/curadapolicies.html



Apple Store, Pacific Centre 701 West Georgia Street Vancouver, British Columbia V7Y 1G5 pacificcentre@apple.com (778) 373-1800 www.apple.com/ca/retall/pacificcentre/ Apple GST No 10023 6199 RT0001

15 August, 2014 01:38 PM

CM BATTISTEL

Virgin Postpay Nano Sim Retali Part Number: HA407VC/A

Return Date: Aug. 30, 2014

Phone 5s Silver 32GB

Part Number: ME300C/A Serial Number: F17MW19XFFFK

IMEL: 013B52007940611

Return Date: Aug. 30, 2014

For Support, Visit: www.apple.com/ca/support

APPLECARE+ FOR IPHONE

Part Number: 54682Z/A

Agreement Number: 970280014008851

Plan End Date: Aug. 15, 2016

Sales Associate ID: 1190609390

Sarial Number: F17MW19XFFFK

This plan is registered automatically.

Verify your coverage at

apple.com/support/applecare/ww/

For Support, Visit:

www.apple.com/ca/support

Terms & Conditions:

apple.com/legal/sales-support/applecare/applecareplus

**Apple Store Gift Card** 

Part Number: D6417C/A Gift Card No: 10000000000000003140

No Returns

Gift Card Help Desk: 1-888-320-3301

BTS 2014 PROMO IPHONE

Part Number: D6864G/A

(\$ 55.00)

\$ 55.00 N

\$ 0.00

\$ 819.00

\$ 99.00

Sub-Total

\$ 918.00

GST/HST PST/QST

\$ 43.15 \$ 53.48

Total

\$ 1,014.63 \$ 1,014.63

Amount Paid Via AmEx Card (Swiped)

200000000003007 529608

Please debit my account xxxxxxxxxx

by \$ 1,014.63 (Sale)

Terminal ID: xxxx0216 Merchant ID: xxxxxxx01566

Verified by Signature



6 09-11-14

Room No. :

Rattistel Folio No. :

A/R Number :

Group Code :

Group Code : Company :

Membership No.: PC Invoice No.:

334008583

Arrival : 09-10-14
Departure : 09-11-14
Conf. No. : 60098044
Rate Code : IGCOR

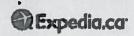
Page No. : 1 of 1

Date	Description		Charges	Credits
09-10-14	*Room Charge	179.99		
09-10-14	1% Marketing Fee		1.80	
09-10-14	5% GST Room Tax		9.09	
09-10-14	4% Tourism Lavy		7.27	
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here -		Total	198.15	0.00
waw.iiigiw	wardscrub.com/review. We look forward to walcoming you back soon.	Balance	198,15	

**Guest Signature:** 

Canada

I have received the goods and / or services in the amount shown heron. I agree that my libity for this bill is not waived and agree to be held 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 credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.



## Holiday Inn Express Hotel & Suites Calgary NW-Banff Trail, Calgary

11 Sep 2014 - 12 Sep 2014 | Itinerary # 184575484219

# Holiday Inn Express Hotel & Suites Calgary NW-Banff Trail

Thu 11/Sep/2014 - Fri 12/Sep/2014 , 1 room | 1 night

This reservation is complete. We hope you had a great trip.



2373 Banff Trail NW, Calgary, AB, T2M4L2 Canada

Tel: 1 (587) 3906100, Fax: 1 (587) 3906111

#### Check-in

- · Check-in time starts at 4 PM
- . Minimum check-in age is 18
- Your room will be guaranteed for late arrival.

#### Important Hotel Information

This reservation is non-refundable and cannot be cancelled or changed.

View your online itinerary for additional rules and restrictions.

For residents of Québeo, prices include a contribution to the indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

Room Room, 1 King Bed, Non Smoking (Leisure)

includes: Free Wireless internet Breakfast Buffet

Confirmation #: 66140324

Reserved for Cesarino Battistel

Requests 1 king, non-smoking room

COMPLETED

Confirmation #

66140324

#### **Price Summary**

Total

**Room Price** 

Collected by Expedia

\$189.20

\$189.20

1 night

\$172.00

Taxes & Fees

\$17.20

All prices quoted in CAD.

#### Additional Hotel Services

The below fees and deposits only apply if they are not included in your selected room rate.

The following fees and deposits are charged by the property at time of service, check-in, or check-out.

 Rollaway bed fee: CAD 15.00 per night

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

BANFF EAST GATE 101 MCUNTAIN AVENUE PO BOX 800 BANFF, AB T1L1K2 4036762505

#### SALE

MID: 17322722018
TID: 004 REF#: 00000058
Batch #: 026
09/23/14 183938
APPR CODE: 540189
AMEX

AMOUNT

\$29.40

**APPROVED** 

X VALUED CUSTOMET, 000

I AGREE TO PAY ABOVE TOTAL AMOUNT
IN ACCORDANCE MITH CARD ISSUER'S
ARRENENT
(MERCHANT ABREEMENT IF CREDIT VOUCHER)
RETAIN THIS COPY FOR STATEMENT
VERIFICATION

THANK YOU PLEASE COME AGAIN

MERCHANT COPY

## \*DUPLICATE\*

THE DAIRY LANE CAFE 319 19 ST NW CALGARY AB

# \*DUPLICATE\*

PURCHASE
AMOUNT \$16.43
TIP \$3.29
TOTAL

\$19.72

01-027

VISA CREDIT A0000000031010 E371F2EDD42B2BC0 0080008000-E800 1FA1590B10BC9EB3 3080008000-F800

## APPROVED

AUTH# 022722 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

\*DUPLICATE\*

Lane Cafe
Le. #: 1-51347
Lane 5
Lane 5
Lane 6
Lane

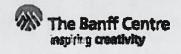
Bottomless Coffee 5.90
2 Eggs 9.75
No Meat - Over Hard - Hashbrowns - Multigraln
Subtotal: 15.65
Sales Tax (5% of 15.65): 0.78
Total: 16.43

Amount Due:

16.43

Dairy Lane Cafe
319 19 ST NW
Calgary, Alberta T2N 2J2
Canada
403.283.2497
Info@dairylanecafe.ca
www.dairylanecafe.ca
Manager: GST 863954674

Powered by LATIVLE



Box 1020, Banff, Alberta, Canada T1L 1H5 Tel: 408.782.6100 Fex: 408.782.6444 www.banffcentre.ca GST#R119214955

**Guest Name:** 

Mike Battistel

CA

Room #:

8377

Polio #:

R73EC5 - 1

Group #:

CYB1409 1

**Guests:** 

CL#:

Clerk:

\*\*\*\*\*\*\* CC #:

Arrive: 09/23/14

Time: 05:08 PM

Depart: 09/25/14

Time: 08:45:49

Status: FOL

Date	Description	Reference	Comment	Charges	Credits
09/24/2014	PACKAGE	CYB1409	Pkg: Cyber Summit 2014	\$176.97	\$0.00
09/25/2014	PAY AMEX	3007		\$0.00	(\$176.97)

\$0.00 **Folio Balance:** 

	F	ackage Taxes		
	Only applies if	you paid for package		
Alberta Tourism Levy	\$11.84			
GST Other Tax	\$1,50			1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1
GST Tax (Room)	\$14.80			
Tourism improvement Fee	<b>\$</b> 5.80	# 1	4	

# RECEIVED OCT 0 1 2014 FINANCE

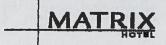


81 09-26-14 Cesarino Battistei Folio No. : 7031 Room No. : 521 A/R Number Arrival 09-25-14 **Group Code** Departure : 09-26-14 Company Conf. No. : 68348460 Membership No.: Rate Code: IMGOV Involce No. Page No. : 1 of 1

Date		Description		Charges	Credits
09-25-14	*Room Charge			149.99	
09-25-14	1% Marketing Fee			1.50	
09-25-14	5% GST Room Tax			7.57	
09-25-14	4% Tourism Levy			8.06	
9-26-14	Manual American Express				165.12
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
			Total	165.12	165.12
			Balance	0.00	

#### **Guest Signature:**

I have received the goods and / or services in the amount shown heron. I agree that my libity 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 issuar.



Mr Cesarino Battistel

Room Number:

1202

Arrival Date:

10-01-14

Departure Date: Page No: 10-02-14

Confimation No

1 of 1 16015080

#### INFORMATION INVOICE

Folio No:

10-02-14

Date	Description			Charges	Credits
10-01-14	Room Revenue			155,00	
10-01-14	Destination Marketing Fee - 3%			4.65	
10-01-14	Tourism Levy - 4%			6.39	
10-01-14	Room GST - 5%			7.98	
10-02-14	American Express	XXXXXXXXXXXXX	XX/XX		174.02
		Total		174.02	174,02
		Balance		0.00	AND DESCRIPTION OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN THE PERSON

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. #105631154 RT 0001