ATHABASCA UNIVERSITY EXECUTIVE EXPENSE REPORT

Estelle Lo Vice President, Finance and Administration October 1, 2017 to November 30, 2017

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	Transpor	tation* Acco	mmodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
Aug 29 - 31, 2017	Edmonton	Business Meetings		153.60	442.36	50.00	50.35	118.48	-	814.79
Sep 6 - 8, 2017	Edmonton	Business Meetings		153.60	442.36	50.00	-	-	-	645.96
Sep 14 - 16, 2017	Edmonton	Business Meetings		153.60	-	-	-	-	-	153.60
Sep 19 -21, 2017	Edmonton	Business Meetings			252.68	-	_	152.00	_	404.68
Oct 5, 2017	N/A	Business Meetings		-		-	43.05		-	43.05
Sep 26 - 28, 2017	Edmonton	Business Meetings		153.60	505.36	50.00		-	-	708.96
Oct 5, 2017	Edmonton	Business Meetings		153.60	-	-	_	45.35	-	198.95
Oct 19 - 20, 2017	Edmonton	Business Meetings		163.00	252.68	-	315.00	-	-	730.68
Oct 23 - 24, 2017	Edmonton	Business Meetings		153.60	221.18	-	-	_	-	374.78
			\$:	L,084.60 \$	2,116.62 \$	150.00				\$ 4,075.45

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 Pacific Centre

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

07 August, 2017 12:35 PM

Opt Out

 Beikin SC+ InvisiGlass Ultra iPhone 7P
 \$ 44.95

 Part Number: HKHM2ZM/A
 \$

 Return Date: Aug. 21, 2017
 \$

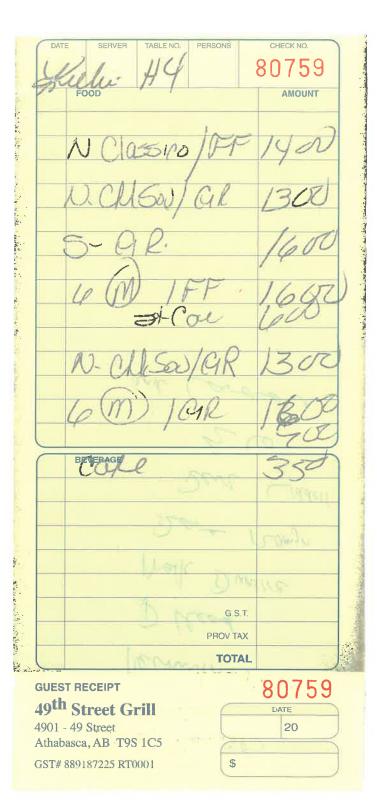
 For Support: www.beikin.com/support
 \$

	Sub Total	\$ 44.95
	GST/HST	\$ 2.25
	PST/QST	\$ 3.15
	Total	\$ 50.35
Amount Paiu Via		\$ 50,35

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50.35 (Sale)		
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Terminal ID: xxxx0165		
Merchant ID: xxxxxx01566		
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TVR: 0000008000		
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\$118.48

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APPROVED

AUTH# 800003 00-025 THANK YOU

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WESTIN[®]

HOTELS & RESORTS

Estelle Lo	Page Number	:	1	Invoice Nbr	:	27777659
Caubo	Guest Number	:	1179266			
	Folio ID	:	А			
	Arrive Date	:	29-AUG-17	17:00		
	Depart Date		30-AUG-17	15:41		
	No. Of Guest		1			
	Room Number	:	1243			
	Club Account	3				

Tax Invoice

Tax ID : 815461330RT0001

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The Westin Edmonton AUG-30-2017 15:50 A0063385

Date	Reference	Description	Charges (CAD)	Credits (CAD)
29-AUG-17	RT1243	Room Charge	197.00	
29-AUG-17	RT1243	GST	10.15	
29-AUG-17	RT1243	Destination Marketing Fee	5.91	
29-AUG-17	RT1243	Tourism Levy	8.12	
30-AUG-17				-221.18

TC:C9E4B880D87C22BB TVR:0000008000 AID:A000000025010801 Application Label:

** Total	221.18	-221.18
*** Balance	0.00	

BETTER BALANCE - The soothing scent of White Tea revitalizes and uplifts from the moment you step through our doors. Enhance any environment by taking our signature scent home with you. Learn more at westin, com/store

Estelle Lo

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HOTELS & RESORTS

Page Number	:	1	Invoice Nbr	:	27777817
Guest Number	:	1180382			
Folio ID	:	А			
Arrive Date	:	30-AUG-17	15:42		
Depart Date		31-AUG-17	15:25		
No. Of Guest		1			
Room Number	:	1243			
Club Account	3				

Copy Tax Invoice

Tax ID : 815461330RT0001 The Westin Edmonton SEP-03-2017 12:42 JACKKIA

Date	Reference	Description	Charges (CAD)	Credits (CAD)
_30-AUG-17	RT1243	Room Charge	197.00	-572 - 1 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2
🗸 30-AUG-17	RT1243	GST	10.15	
30-AUG-17	RT1243	Destination Marketing Fee	5.91	
30-AUG-17	RT1243	Tourism Levy	8.12	
31-AUG-17				-221.18
		** Total	221.18	-221.18
		**** Balance	0.00	

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Page Number	2	1	Invoice Nbr	2	27779161
Guest Number	:	1177455			
Folio ID	:	А			
Arrive Date	:	06-SEP-17	18:29		
Depart Date	:	07-SEP-17	14:40		
No. Of Guest	:	1			
Room Number	:	949			
Club Account	:				

Tax Invoice

Tax ID : 815461330RT0001

The	Westin	Edmonton	SEP-07-2017	14:50 A0029386	5
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Date	Reference	Description	Charges (CAD)	Credits (CAD)
06-SEP-17	RT949	Room Charge	197.00	
06-SEP-17	RT949	GST	10.15	
06-SEP-17	RT949	Destination Marketing Fee	5.91	
06-SEP-17	RT949	Tourism Levy	8.12	
07-SEP-17				-221.18

TC:FAD03A78CC6738B0 TVR:000008000 AID:A00000025010801 Application Label:

** Total	221.18	-221.18	
*** Balance	0.00		6 ¹⁰

REST EASY - Nothing recharges mind and body like sound sleep. Experience superior rest at home with the Westin Heavenly(R) Bed, a revitalizing retreat for the sleep of your dreams. Learn more at westin.com/store

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Estelle Lo



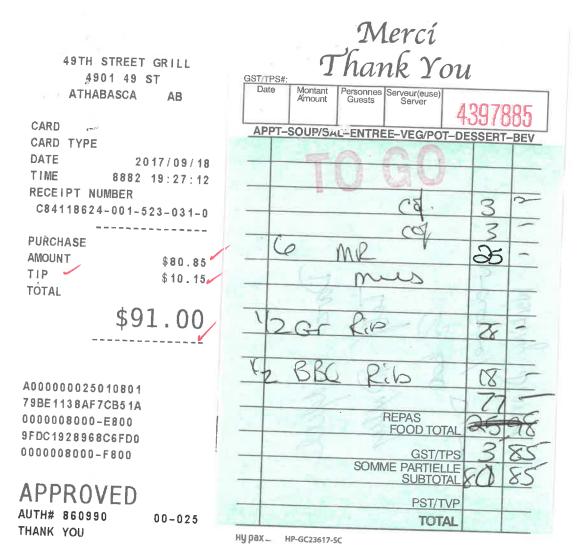
Page Number	:	1	Invoice Nbr	÷.	27779245
Guest Number	:	1184179			
Folio ID	:	А			
Arrive Date	:	07-SEP-17	14:40		
Depart Date	:	08-SEP-17	15:18		
No. Of Guest	:	1			
Room Number	:	949			
Club Account	:				

Copy Tax Invoice

Tax ID : 815461330RT0001 The Westin Edmonton SEP-10-2017 14:01 A0048914

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-SEP-17	RT949	Room Charge	197.00	
07-SEP-17	RT949	GST	10.15	
07-SEP-17	RT949	Destination Marketing Fee	5.91	
07-SEP-17	RT949	Tourism Levy	8.12	
08-SEP-17				-221.18
		** Total	221.18	-221.18
		*** Balance	0.00	V

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Page Number	:	1	Invoice Nbr	1	27781877
Guest Number	:	1184180			
≃olio ID	:	A			
Arrive Date	:	20-SEP-17	21:38		
Depart Date	:	21-SEP-17	09:25		
No. Of Guest	1	1			
Room Number	1	1041			

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton SEP-21-2017 09:30 BRADSMO

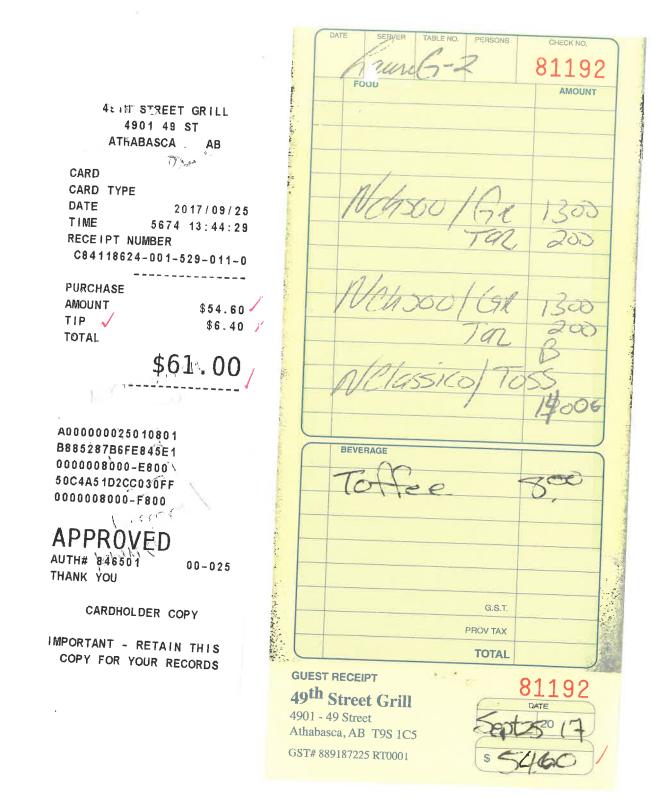
Date	Reference	Description	Charges (CAD)	Credits (CAD)
20-SEP-17	RT1041	Room Charge	197.00	
20-SEP-17	RT1041	GST	10.15	
20-SEP-17	RT1041	Destination Marketing Fee	5.91	
20-SEP-17	RT1041	Tourism Levy	8.12	
20-SEP-17	RT1041	Parking Self	30.00 🥌	
20-SEP-17	RT1041	GST	1.50	
21-SEP-17				-252.68

 Approve EMV Receipt for
 PIN Verified

 TC:CCC56F6DF2EF291E
 TVR:000008000
 AID:A00000025010801

 Application Label:

** Total	252.68	-252.68
*** Balance	0.00	



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WESTIN[®] HOTELS & RESORTS

Estelle Lo	Page Number	2:1	1	Invoice Nbr	2	27783519
Caubo	Guest Number	:	1187182			
	Folio ID	:	А			
	Arrive Date	:	26-SEP-17	18:20		
	Depart Date	:	28-SEP-17	09:06		
	No. Of Guest	:	1			
	Room Number	:	1048			

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton SEP-28-2017 09:10 A0048914

Date	Reference	Description	Charges (CAD)	Credits (CAD)
26-SEP-17	RT1048	Room Charge	197.00	
26-SEP-17	RT1048	GST	10.15	
26-SEP-17	RT1048	Destination Marketing Fee	5.91	
26-SEP-17	RT1048	Tourism Levy	8.12	
26-SEP-17	RT1048	Parking Self	30.00	
26-SEP-17	RT1048	GST	1.50	
27-SEP-17	RT1048	Room Charge	197.00	
27-SEP-17	RT1048	GST	10.15	
27-SEP-17	RT1048	Destination Marketing Fee	5.91	
27-SEP-17	RT1048	Tourism Levy	8.12	
27-SEP-17	RT1048	Parking Self	30.00	,
27-SEP-17	RT1048	GST	1.50	
28-SEP-17				-505.36

Approve EMV Receipt for

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MOUNT		\$39.85
		\$5.50
OTAL		

\$45.35/

Allegro Italian Kite an 10011-109th Street Edmonton, Alberta 780-424-6644

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Your GST# 896140894

66 NORMAN

Check: 1100 Table: 4-1 10/05/2017 1	Guests: 1
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Subtotal	37.95
G.S.T.	1.90
Total Due	\$39.85

Please Pay Server



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Council of Western Financial Logistical and Operational Personnel (COWFLOP)

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Title: Vice President, Finance and Administration			
Company: httpbasce University			
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ithabasca, Alberta T95 3A3			
Canada			
Number of Paople Registered:			
Confirmation Number: ISNRH36LY96 (needed to modify your registration)			
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Estelle Lo Caubo

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WESTIN® HOTELS & RESORTS

Page Number	:	1	Invoice Nbr	1	27788207
Guest Number		1169236			
Folio ID	:	А			
Arrive Date	:	19-OCT-17	13:47		
Depart Date	:	20-OCT-17	13:14		
No. Of Guest	:	1			
Room Number	:	949			
Club Account	:				

Tax Invoice

Tax ID : 815461330RT0001 The Westin Edmonton OCT-20-2017 13:20 A0065545

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-OCT-17	RT949	Room Charge	197.00	
19-OCT-17	RT949	GST	10.15	
19-OCT-17	RT949	Destination Marketing Fee	5.91	
19-OCT-17	RT949	Tourism Levy	8.12	
19-OCT-17	RT949	Parking Self	30.00	
19-OCT-17	RT949	GST	1.50	
20-OCT-17				-252.68

Approve EMV Receipt for : PIN Verified TC:FF45C05C024B217A TVR:000008000 AID:A00000025010801 Application Label:

** Total	252.68	-252.68
*** Balance	0.00	

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WESTIN[®] **HOTELS & RESORTS**

Estelle Lo		Page Number	:	1	Invoice Nbr	: 2778901	9
Caubo		Guest Number	:	1193998			
		Folio ID	:	А			
		Arrive Date	:	23-OCT-17	20:20		
		Depart Date	:	24-OCT-17	07:48		
		No. Of Guest	:	1			
		Room Number	:	1049			
		Club Account	:				
		Tax Invoice					
Tax ID :	815461330RT0001						

Tax ID The Westin Edmonton OCT-24-2017 07:50 LUKERAT

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-OCT-17	RT1049	Room Charge	197.00	
23-OCT-17	RT1049	GST	10.15	
23-OCT-17	RT1049	Destination Marketing Fee	5.91	
23-OCT-17	RT1049	Tourism Levy	8.12	
24-OCT-17				-221.18

Approve EMV Receipt for **PIN Verified** TC:5FEBA9907EB0850F TVR:0000008000 AID:A00000025010801 Application Label:

** Total	221.18	-221.18
*** Balance	0.00	V

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