

Proactive Disclosure of Expenses

James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	May 15 - 21, 2023	Travel to Toronto Ontario for Academic Leadership Form	\$3,063.47

Non-Travel Expenses			
Item #	Date	Description	Amount
2.	April 20 - May 23, 2023	Parking while attending meetings or events on behalf of the University of Calgary.	\$45.50
3.	April 13, 2023	Calgary: April 13, 2023, Lunch Meeting with 1 Community Member, Meeting Complete.	\$107.17
4.	April 13, 2023	Calgary: April 6, 2023, Coffee Meeting with 1 Community Member,	\$17.65
5.	April 18 - May 24	Ground Transportation to attend local offsite meetings	\$50.12

Proactive Disclosure of Expenses

James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Detail for Travel Expenses

Travel Expenses-Item 1 Detail						
For	James Allan - Vice President - Advancement					
Description/ Purpose	Toronto: May 15-21, 2023, to attend the Academic Leadership Forum (ALF) and stakeholder meetings					
Date	May 15 - 21, 2023					
Destination	Toronto, Ontario					
Type of Expense	Airfare	Other Transport*	Hotel	Meal **	Other	Total
Amount	\$972.46	\$78.54	\$1,783.18	\$195.69	\$33.60	\$3,063.47
Page Reference	pp 3-5	pp 6-13	pp 14-15	p 16-22	page 4	
Notes	Flight Booking #: QJ78DG Other Transportation: 1 missing receipt for \$9.25 Meal: 1 missing receipt for \$40.89					

Item 15: Item 12: Toronto – May 15-21, 2023, travel agency fee for booking of flights to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Booked via Maritime Travels (Reference #: QJ78DG), Booking Reference #: 3MEMQU. Event Completed.

MaritimeTravel Business Travel Management



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call collect 902-423-3806. Email: afterhours@maritimetravel.ca (For more immediate assistance please call)

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UNIVERSITY OF CALGARY
ATTN: JAMES ALLAN
AD100 2500 UNIVERSITY DRIVE NW
CALGARY ALBERTA T2N 1N4

Tap to send itinerary to our App via phone:

[Our iPhone App](#) | [Our Android App](#)

View Itinerary On: [ViewTrip](#) | Send Itinerary To: [Triplt](#)

MARITIME Ref #

QJ78DG

Invoice #

235236332

Date

25 Apr 2023

Your Counsellor

[BAILEY COLLINS](#)

Account #

s.17(1)

UCID

Team Name

N/A

Faculty/Dept/Institute

VICE-PRESIDENT
DEVELOPMENT
KIM TRAN

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For:

ALLAN/JAMES **s.17(1)** MR

Please make sure name(s) on your statement matches both your
passport and your vaccination certificate.

If name(s) doesn't match please contact your branch or our after hours
team before midnight.

Your Itinerary:

[Return to Travel Roadmap](#)

Web Check-In and Airline Confirmation: Air Canada - 3MEMQU

	Air Canada 148 Airbus A320 Cabin Class FLEX	Origin Calgary, AB Calgary Intl Arpt (Calgary, AB)	Destination Toronto, ON Lester B Pearson Intl (Toronto, ON) Terminal 1	Depart Mon - May 15 4:45 PM	Arrive Mon - May 15 10:33 PM	Seat 23C
Duration 3:48						
	Air Canada 145 Airbus A320 Cabin Class FLEX	Origin Toronto, ON Lester B Pearson Intl (Toronto, ON) Terminal 1	Destination Calgary, AB Calgary Intl Arpt (Calgary, AB)	Depart Sun - May 21 2:40 PM	Arrive Sun - May 21 4:59 PM	Seat 20C
Duration 4:19						
Remarks BAG 1 NO FEE BAG 2 50CAD						
Remarks BAG 1 NO FEE BAG 2 50CAD						

Passenger Information

Airline Code AC

Passenger ALLAN/JAMES s.17(1) MR

Ticket # 0141194117650

Booking Summary

Company Air Canada

Booking Reference

3MEMQU

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

Purchase Summary

Amount due		Amount Paid	
AIR CANADA AIRFARE - TKT 0141194117650	839.24	PYMT BY XXXX-XXXX s.17(-972.46
TAX ON AIRFARE INCLUDES 4.55 HST		Apr 25 2023	
TAX ON AIRFARE INCLUDES 44.42 GST		PYMT BY VI XXXX s.17(-33.60
TAX ON AIRFARE INCLUDES 84.25 OTHER		TOTAL PAID CAD	\$1,006.06
TAX ON AIRFARE	133.22		
MARTVL NON-REFUNDABLE TRANSACTION FEE	32.00		
GST ON FEE (R103524823)	1.60		
TOTAL DUE CAD	\$1,006.06		

BALANCE CAD \$0.00

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Check-in information

We recommend that you reconfirm your flights prior to departure.

Valid government issued photo id required for check-in.

Non refundable/change fees may apply.

Check in 2 hours prior. As processing times at the airport are longer than normal due to COVID-19, it's important to be aware of any new updates to their check in policies. Failure to respect them may result in the reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation. Please refer to the airline's website for further information.

Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

COVID Requirements

Airlines may have varying requirements and protocols in place due to COVID.

For more AIR CANADA information, [click here](#)

Baggage Information

For Air Canada Baggage Information [click here](#).

Baggage charges may apply. Size/weight restrictions vary between airlines.

Passengers may carry travel sized toiletries or liquids 3.4 oz (100ml) or less through security check points. They must fit in a 1-quart sized clear plastic zip-top bag. Visit [www.Catsa-acsta.gc.ca](#).

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If you are denied boarding or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website. <https://rppa-appr.ca/eng>

Invoice Information

Your Maritime Travel charges will show on your credit card statement similar to MT 235236332-1941176501234

MT = Maritime Travel

235236332 = invoice #

1941176501234 = ticket #

HST/GST #: 10352 4823

QST #: 1022862835

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Kim Tran

From: James Allan
Sent: May 15, 2023 2:50 PM
To: Kim Tran
Subject: FW: [Business] Your Monday afternoon trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

James Allan, PhD
Vice-President (Advancement)
University of Calgary

E james.allan2@ucalgary.ca

T 403-220-6949

s.17(1)

From: Uber Receipts <noreply@uber.com>
Sent: May 15, 2023 2:30 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Monday afternoon trip with Uber

[△EXTERNAL]

Uber

Total **CA\$35.30**
May 15, 2023

Total

CA\$35.30

Trip fare	CA\$24.17
-----------	-----------

Subtotal	CA\$24.17
----------	-----------

Booking Fee 	CA\$3.00
---	----------

Pickup/Dropoff Surcharge	CA\$2.00
--------------------------	----------

Airport Recovery Surcharge	CA\$4.00
----------------------------	----------

TNC fee recovery surcharge	CA\$0.45
----------------------------	----------

GST	CA\$1.68
-----	----------

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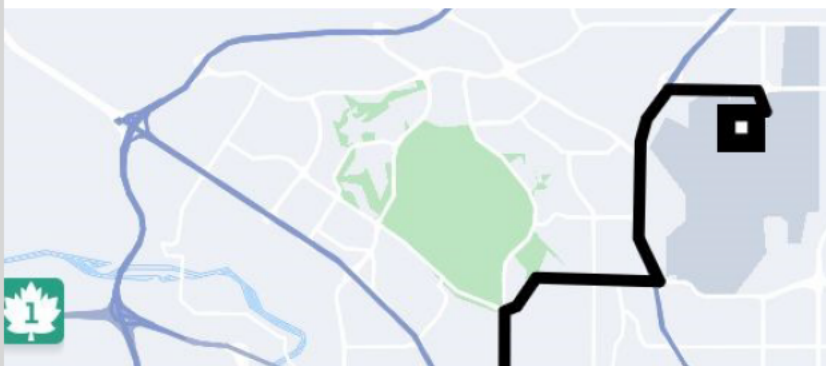
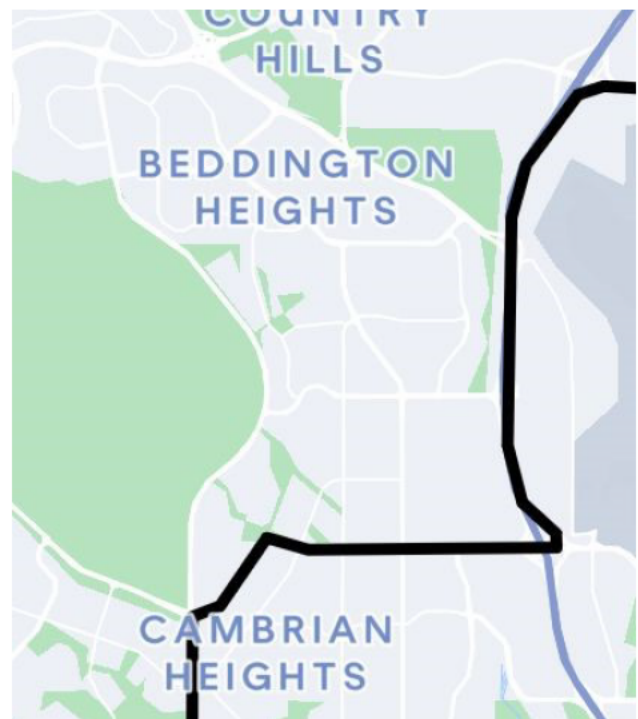
s.17(1)

2:06 PM



2:29 PM

2000 Airport Rd NE, Calgary,
AB T2E 6W5, CA



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66 Wellington Street West Suite
5300, TD Bank Tower
Toronto ON M5K 1E6

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Kim Tran

From: Kim Tran on behalf of James Allan
Sent: May 24, 2023 4:50 PM
To: Kim Tran
Subject: FW: [Business] Your Sunday afternoon trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

Uber receipt for Toronto.

Kim Tran (she/her)
Executive Assistant to James Allan
Vice-President (Advancement)

E khtran@ucalgary.ca
ucalgary.ca/advancement



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From: Uber Receipts <noreply@uber.com>
Sent: May 21, 2023 9:40 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Sunday afternoon trip with Uber

[△EXTERNAL]



Total CA\$33.99

Trip fare CA\$22.45

Subtotal CA\$22.45

Booking Fee ☐ CA\$2.75

Toronto Fee Recovery Surcharges CA\$0.33

Toronto Accessibility Fee Recovery Surcharges CA\$0.10

Uber Airport Surcharge CA\$4.45

HST CA\$3.91

Payments

☐ **business** ^{s.17(1)} CA\$33.99
5/21/23 11:39 PM

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You rode with RAHUL

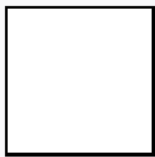
4.61 ☐ Rating

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PTC License



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12:49 PM 1:12 PM

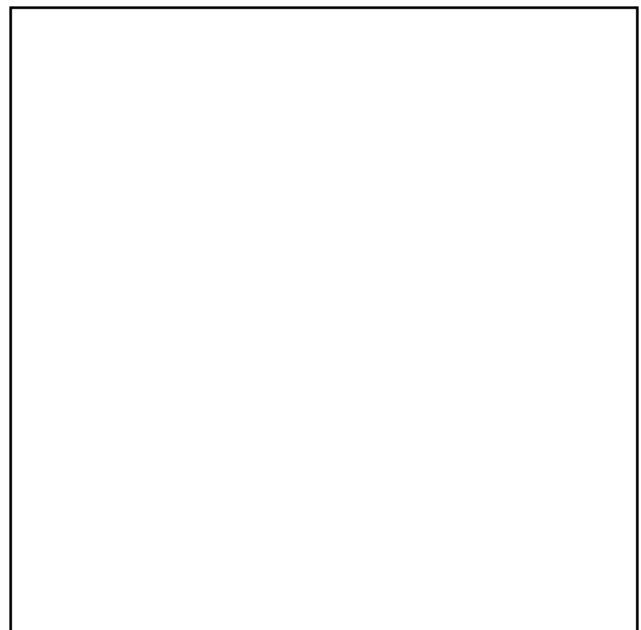


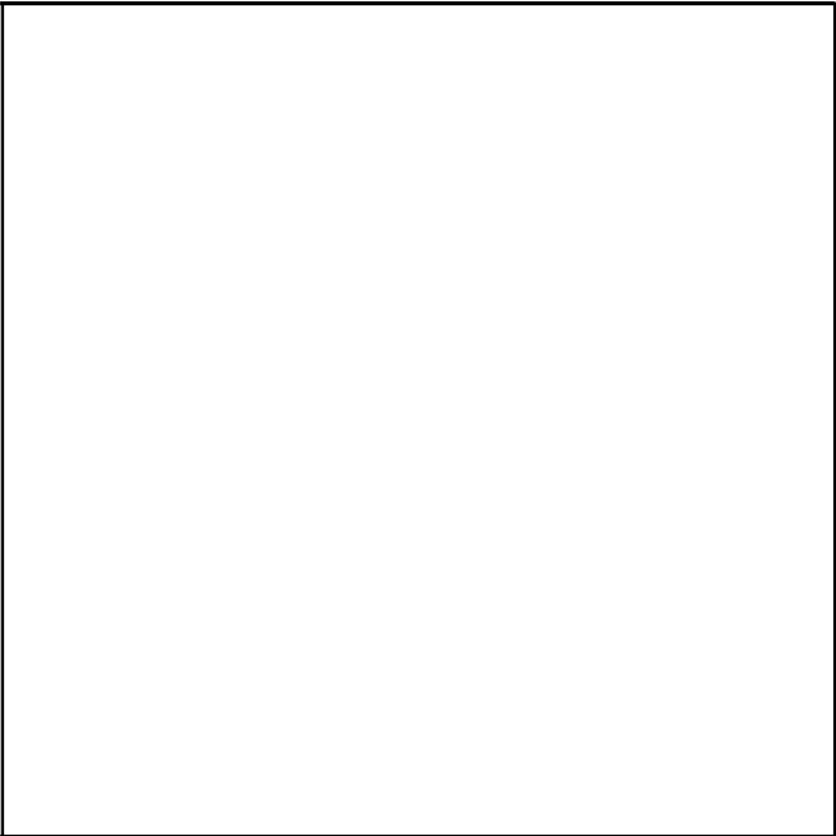
12:49 PM
s.17(1)



1:12 PM

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Airport (YYZ), Mississauga,
ON L5P 1B2, CA





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The Yorkville Royal Sonesta Hotel

James Allan
2500 University Dr NW
Calgary AB T2n1n4
Canada

Company Name:
Group Name:
INFORMATION INVOICE

Room No. : 638
Arrival : 05-15-23
Departure : 05-17-23
Folio No. :
Conf. No. : 31863SE086224
Cashier No. : 4680
TA Record : 5157B20839

HST# : 855206975

Date	Description	Charges	Credits
05-15-23	Room Charge	279.00	
05-15-23	HST 13% on Rooms	36.27	
05-15-23	Municipal Accommodation Tax	16.74	
05-15-23	HST on MAT	2.18	
05-16-23	Signatures Restaurant Breakfast Food	36.51	
	Room# 638 : CHECK# 1011584		
05-16-23	Room Charge	279.00	
05-16-23	HST 13% on Rooms	36.27	
05-16-23	Municipal Accommodation Tax	16.74	
05-16-23	HST on MAT	2.18	
05-17-23	Visa		704.89
	XXXXXXXXXX s.17(1)		
		Total Charges	704.89
		Total Credits	704.89
		Balance	0.00

Guest Signature: _____



The Yorkville Royal Sonesta Hotel

James Allan
Canada

Room No. : 638
Arrival : 05-17-23
Departure : 05-20-23
Folio No. :
Conf. No. : 31863SE091159
Cashier No. : 1321
TA Record :

Company Name: University of Toronto

Group Name:

INFORMATION INVOICE

HST# : 855206975

Date	Description	Charges	Credits
05-17-23	Room Charge	279.00	
05-17-23	HST 13% on Rooms	36.27	
05-17-23	Municipal Accommodation Tax	16.74	
05-17-23	HST on MAT	2.18	
05-18-23	Signatures Restaurant Breakfast Food	36.51	
	Room# 638 : CHECK# 1016355		
05-18-23	Room Charge	279.00	
05-18-23	HST 13% on Rooms	36.27	
05-18-23	Municipal Accommodation Tax	16.74	
05-18-23	HST on MAT	2.18	
05-19-23	Signatures Restaurant Breakfast Food	39.21	
	Room# 638 : CHECK# 1016391		
05-19-23	Room Charge	279.00	
05-19-23	HST 13% on Rooms	36.27	
05-19-23	Municipal Accommodation Tax	16.74	
05-19-23	HST on MAT	2.18	
05-20-23	Visa		1,078.29
	XXXXXXXXXX s.17(1)		

Total Charges 1,078.29

Total Credits 1,078.29

Balance **0.00**

Guest Signature: _____

Item 1: Toronto – May 15-21, 2023, meal to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Event Completed.



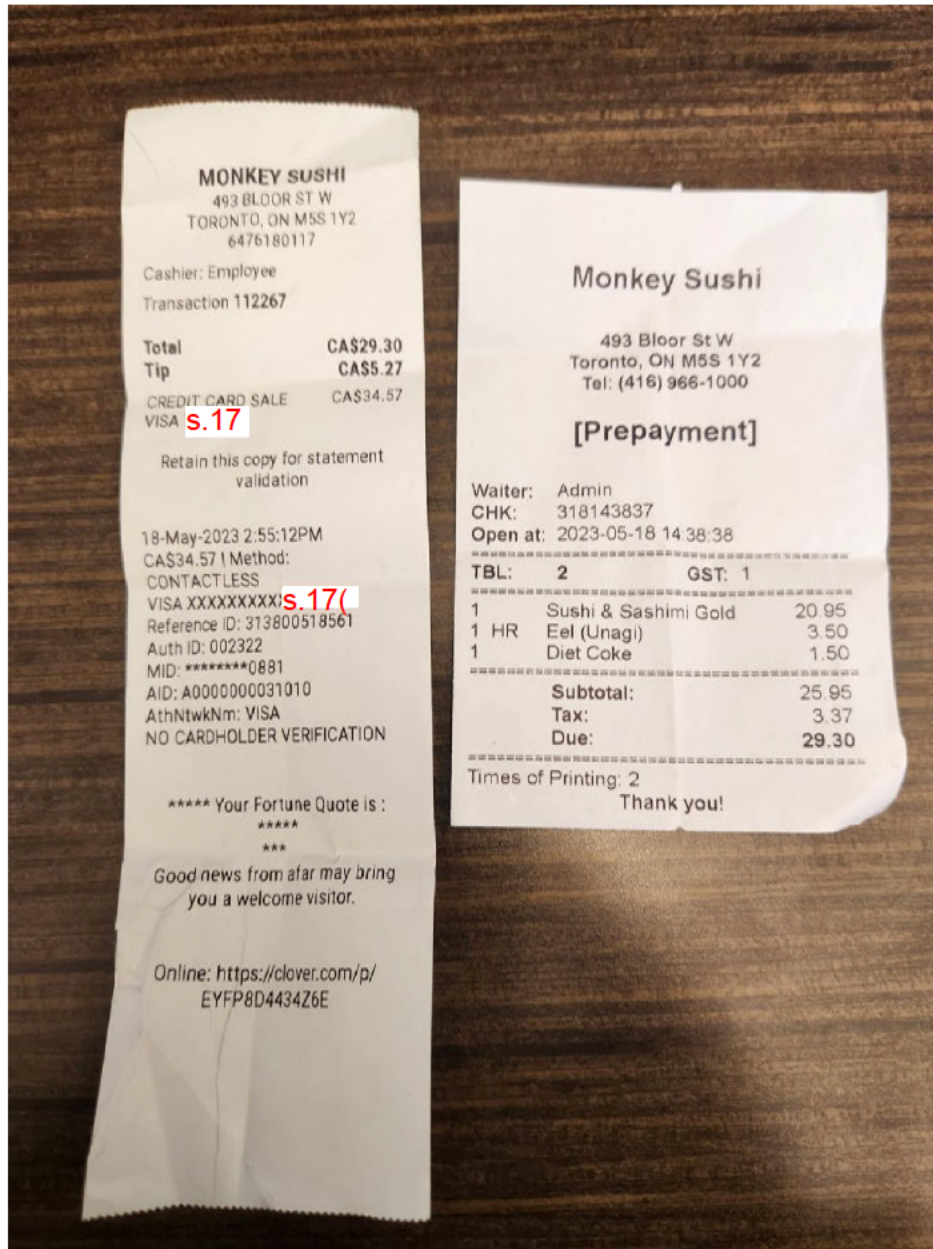
Item 4: Toronto – May 15-21, 2023, meal to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Event Completed.



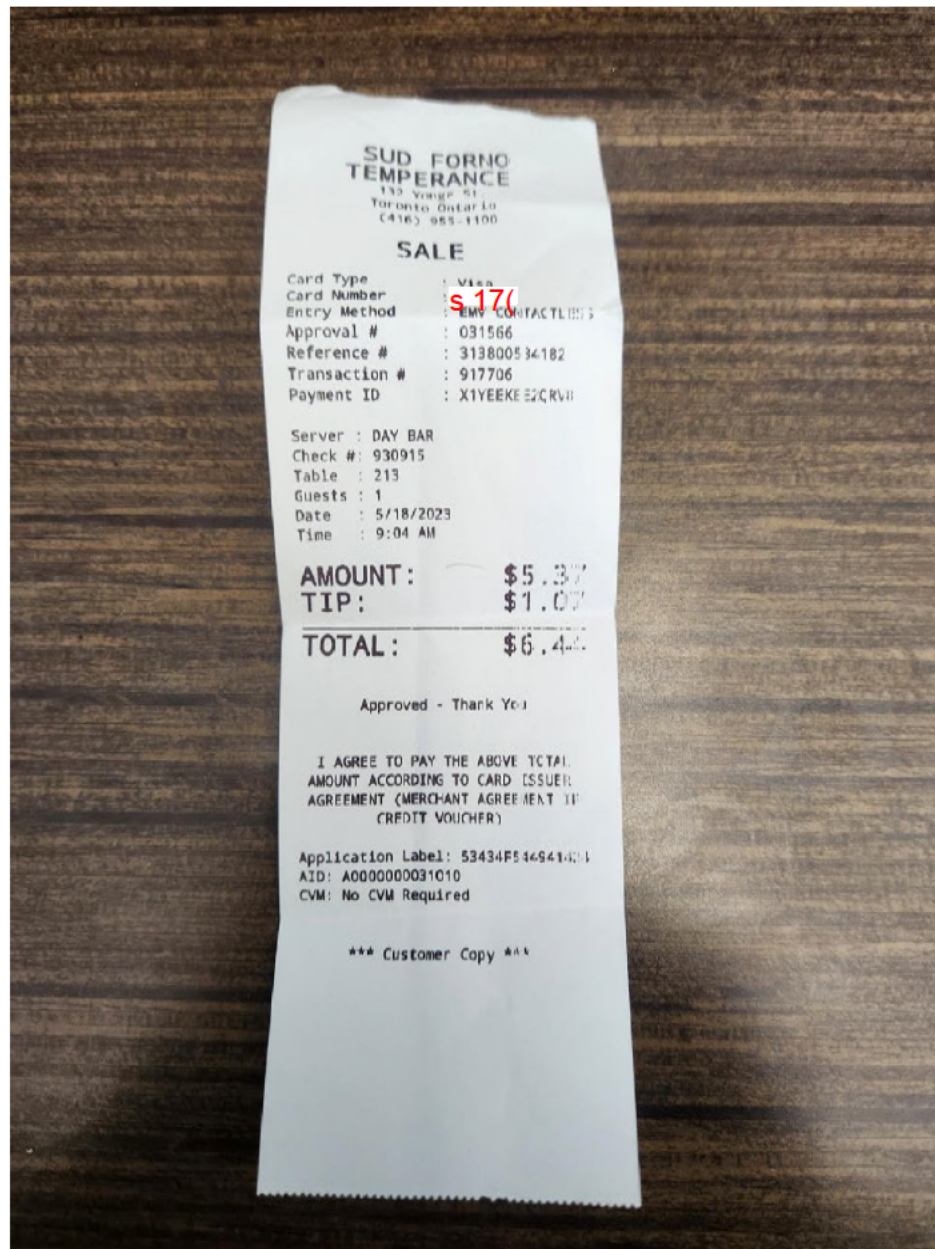
Item 5: Toronto – May 18, 2023 coffee meeting with external community member from Enactus at the Paupers Pub. Event Completed.



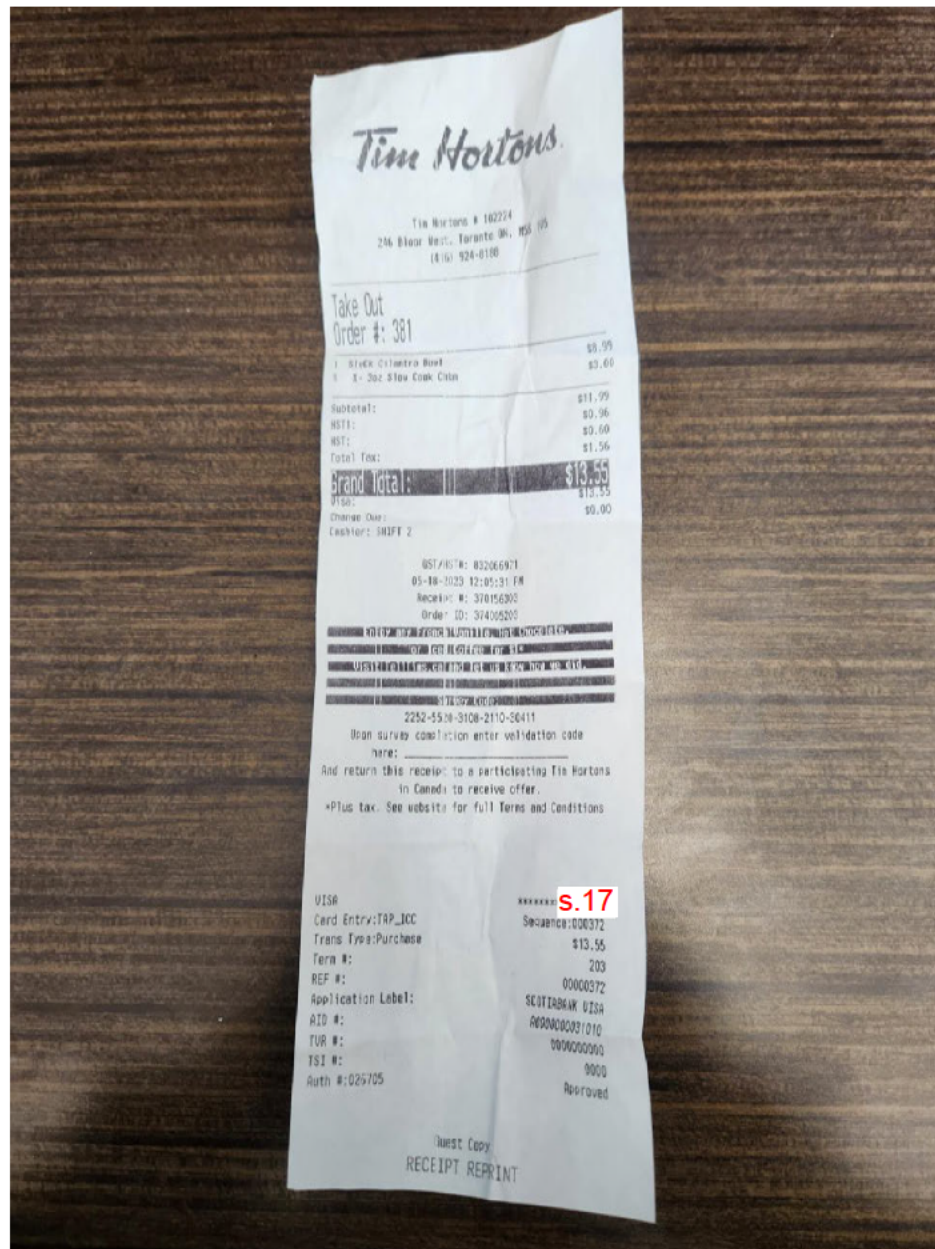
Item 7: Toronto – May 15-21, 2023, meal to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Event Completed.



Item 11: Toronto – May 18, 2023 coffee meeting with external community member from the Council of Canadian Innovators at Sud Forno. Event Completed.



Item 13: Toronto – May 15-21, 2023, meal to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Event Completed.



Item: 14: Toronto – May 15-21, 2023, meal to attend the Academic Leadership Forum (ALF) and stakeholder meetings. Event Completed.



Proactive Disclosure of Expenses

James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 2 Detail				
For	James Allan - Vice President - Advancement			
Description/Purpose	Parking while attending meetings or events on behalf of the University of Calgary.			
Date	April 20 - May 23, 2023			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking*	Other	Total
Amount		\$45.50		\$45.50
Page Reference		pp 24 -29		
Notes				

Item 9: Calgary: April 20, 2023, Parking, Off-Site Event, Event Complete.

Hotel Arts Calgary

Hotel Arts Parking Calgary

DATE: 04/20/23

TIME: 09:01 PM

* Original *

Receipt No. 8/3115/211

Ticket - 0237300

Fee: 10.00

Credit: 10.00

Trans ID : 500012153

Card No. : *****

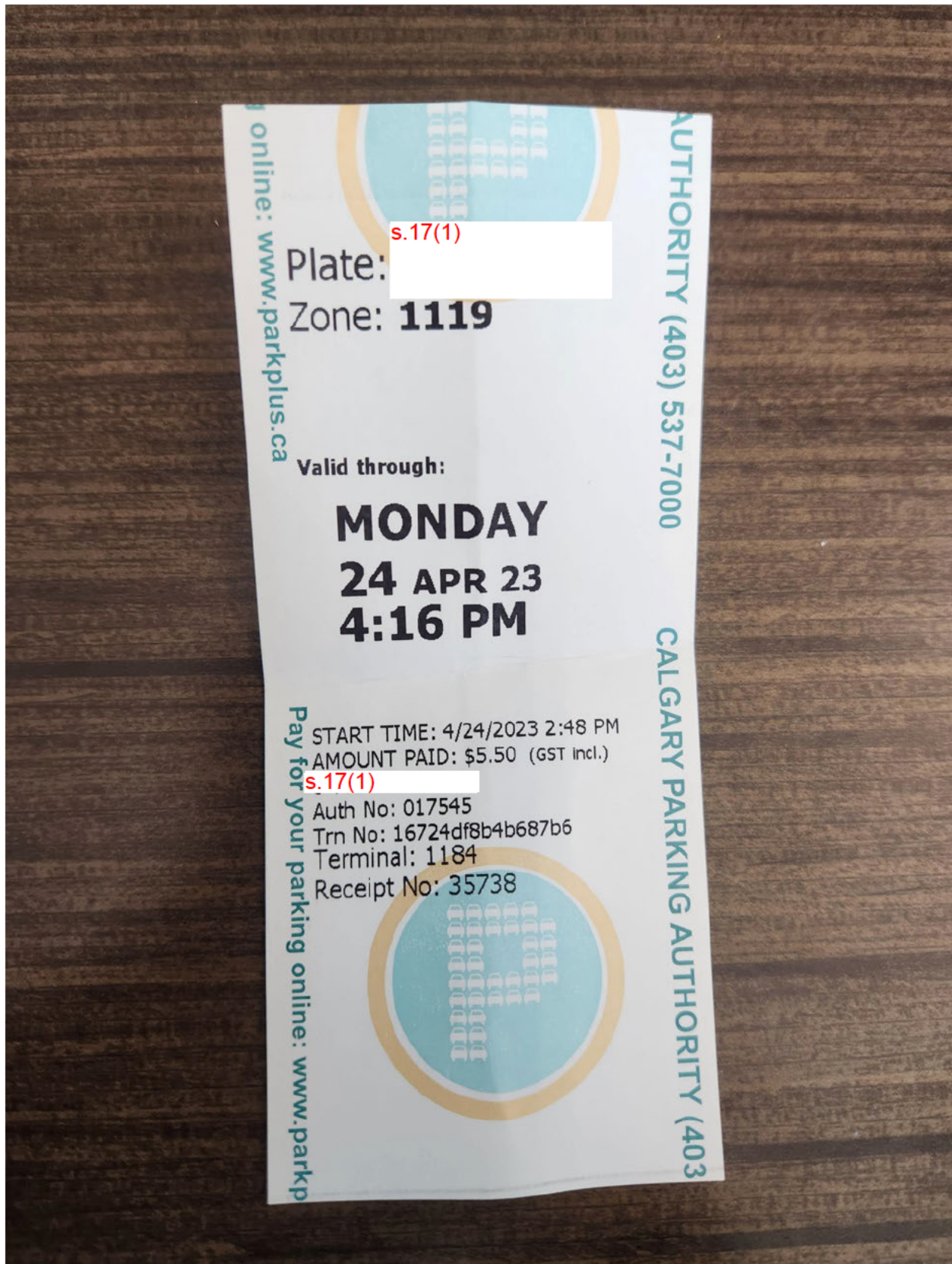
s.17(1)

Entry - 04/20/23 06:04 PM

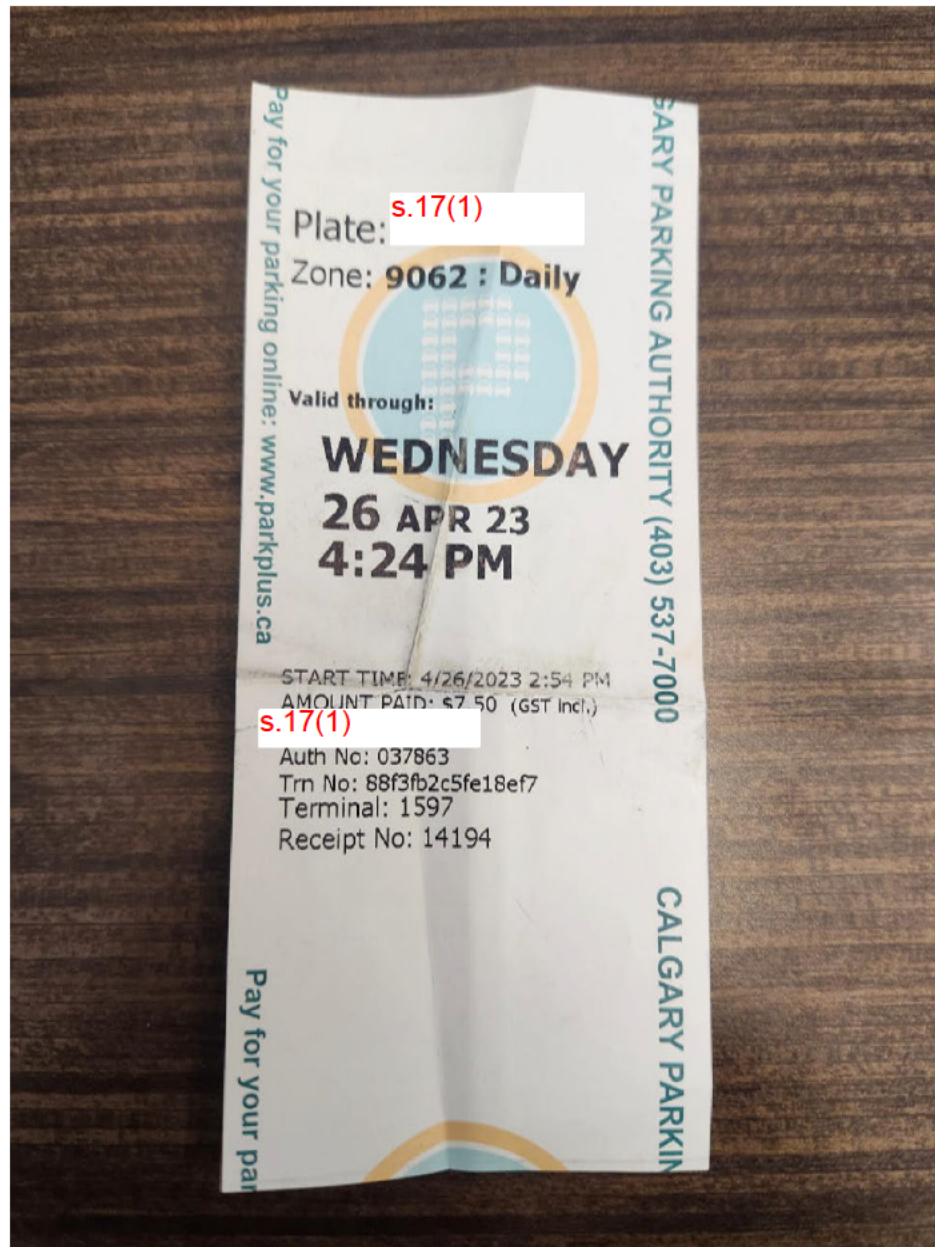
Valid - 04/20/23 09:01 PM

GST# 861182947 RT0001

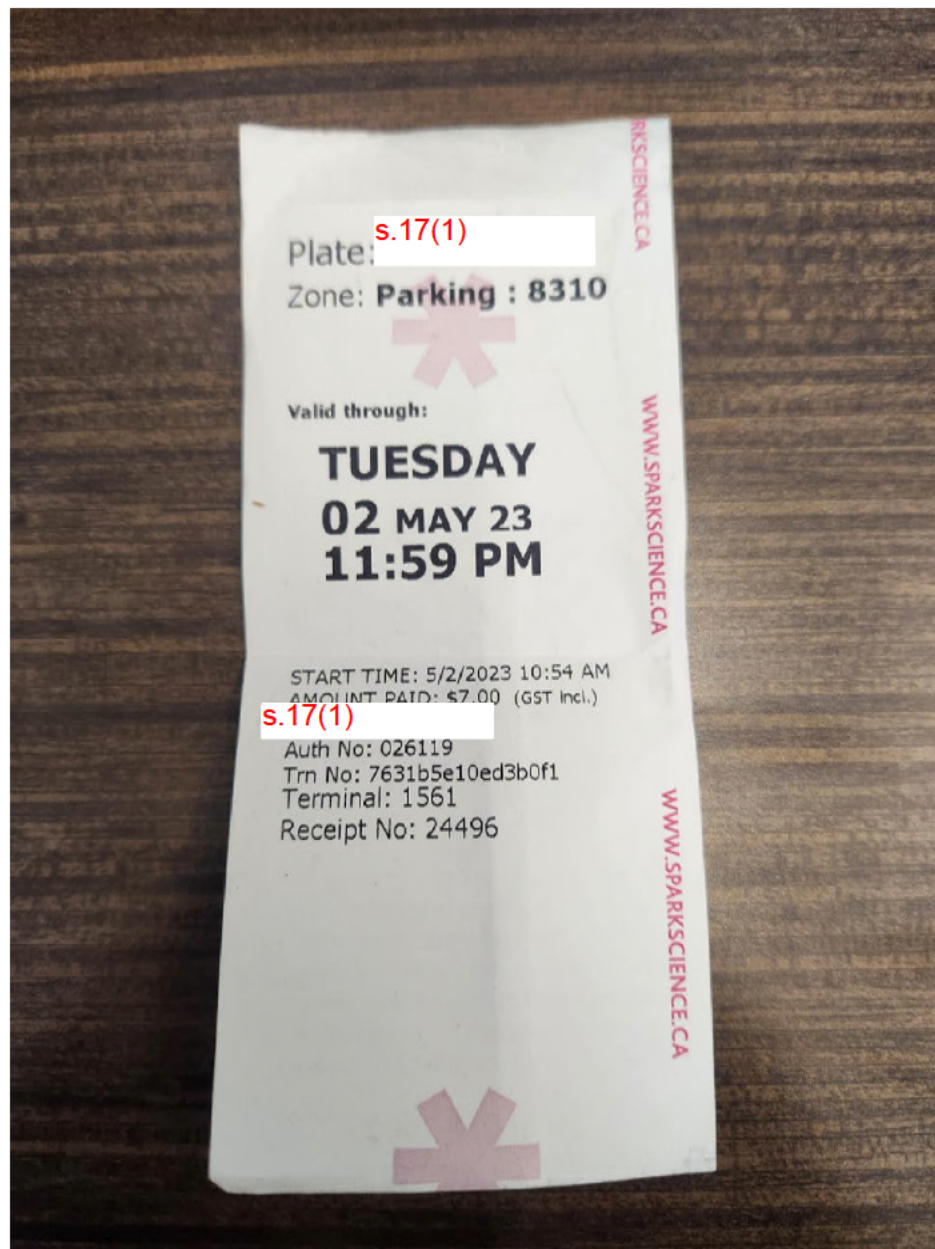
Item 10: Calgary: April 24, 2023, Parking, Off-Site Stakeholder Meeting, Meeting Complete.



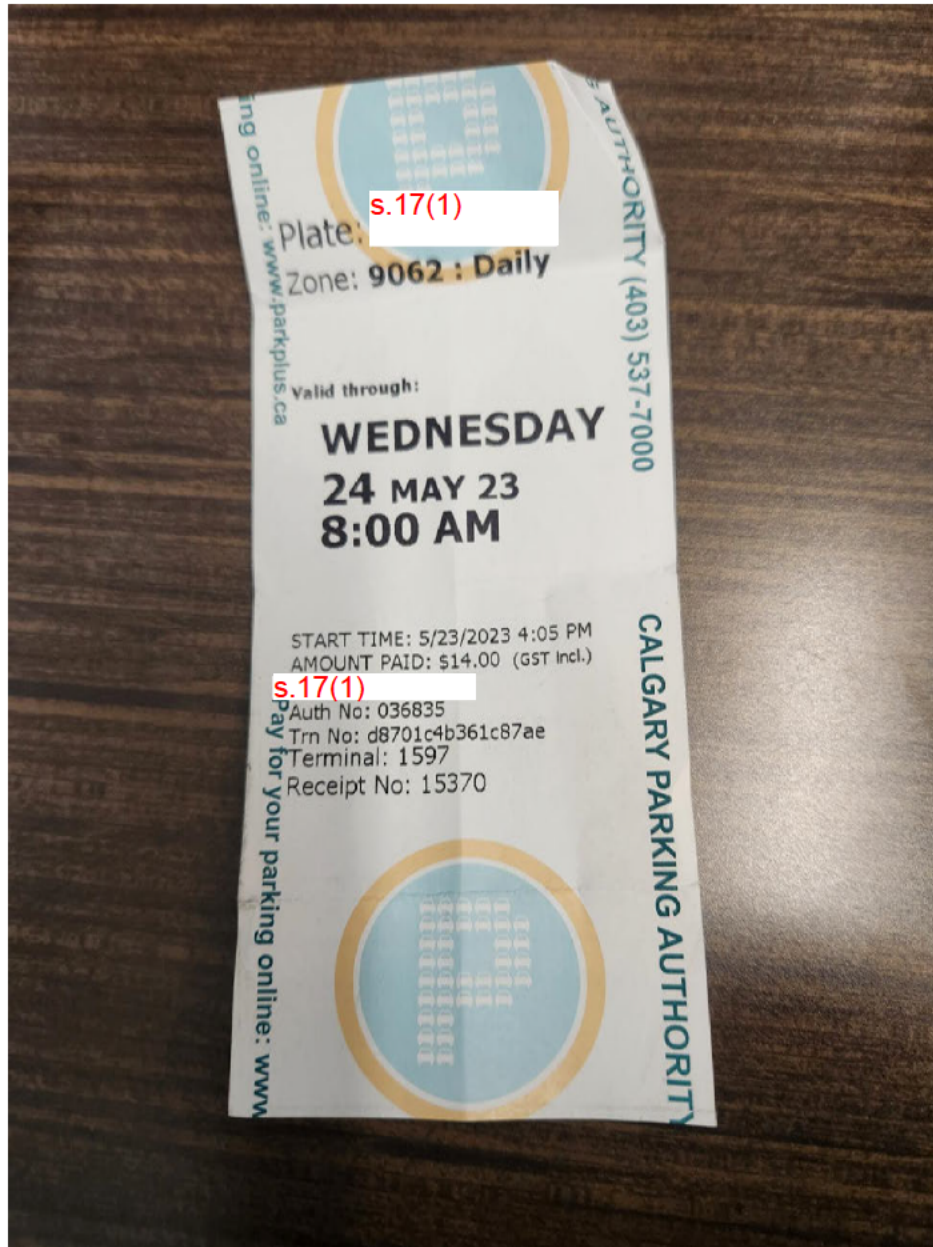
Item 11: Calgary: April 26, 2023, Parking, Off-Site Stakeholder Meeting, Meeting Complete.



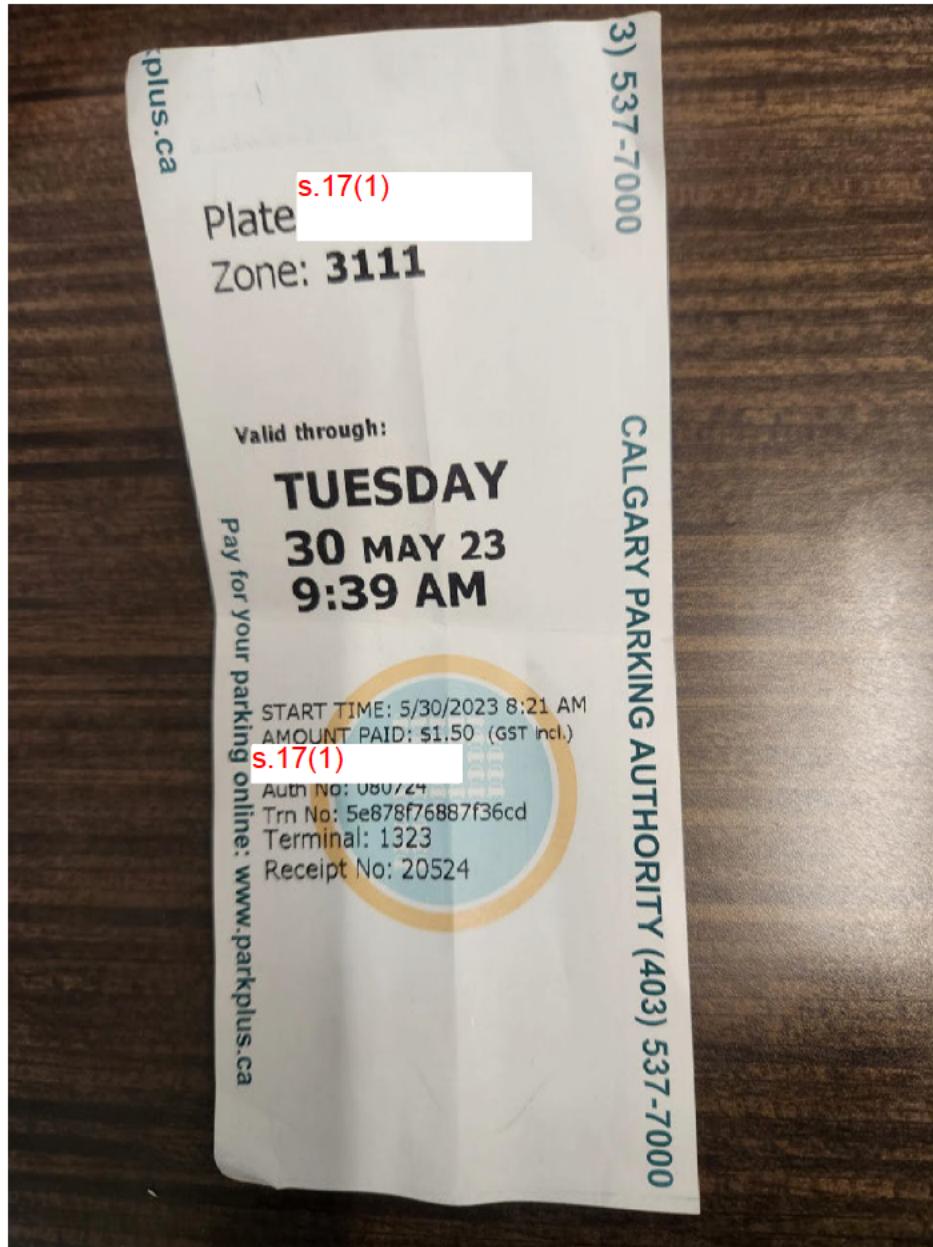
Item 12: Calgary: May 2, 2023, Parking, Off-Site Stakeholder Meeting, Meeting Complete.



Item 13: Calgary: May 23, 2023, Parking, Off-Site Event, Event Complete.



Item 14: Calgary: May 30, 2023, Parking, Off-Site Donor Meeting, Meeting Complete.



Proactive Disclosure of Expenses

James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 3 Detail				
For	James Allan - Vice President - Advancement			
Description/Purpose	Lunch Meetings with internal staff member.			
Date	April 13, 2023			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	\$81.90		\$25.27	\$107.17
Page Reference	page 40		pp 31-39	
Notes				

Kim Tran

From: James Allan
Sent: April 14, 2023 8:09 AM
To: Kim Tran
Subject: Fw: [Business] Your Thursday evening trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

James Allan, PhD
Vice-President (Advancement)

F james.allan2@ucalgary.ca
s.17(1)

ucalgary.ca/
AD100, 2500 University Drive NW
Calgary AB, Canada
T2N 1N4



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From: Uber Receipts <noreply@uber.com>
Sent: Thursday, 13 April 2023 5:59 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Thursday evening trip with Uber

[△EXTERNAL]

Uber

Total **CA\$12.18**
April 13, 2023

Thanks for riding, James

We hope you enjoyed your ride
this evening.



Total CA\$12.18

Trip fare CA\$8.15

Subtotal CA\$8.15

Booking Fee [?](#) CA\$3.00

TNC fee recovery surcharge CA\$0.45

GST CA\$0.58

Payments



business ...s.17(1)

CA\$12.18

4/13/23 5:59 PM

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4.97 ★ Rating



Has passed a multi-step safety screen

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UberX

4.09 kilometers | 12 min



5:46 PM

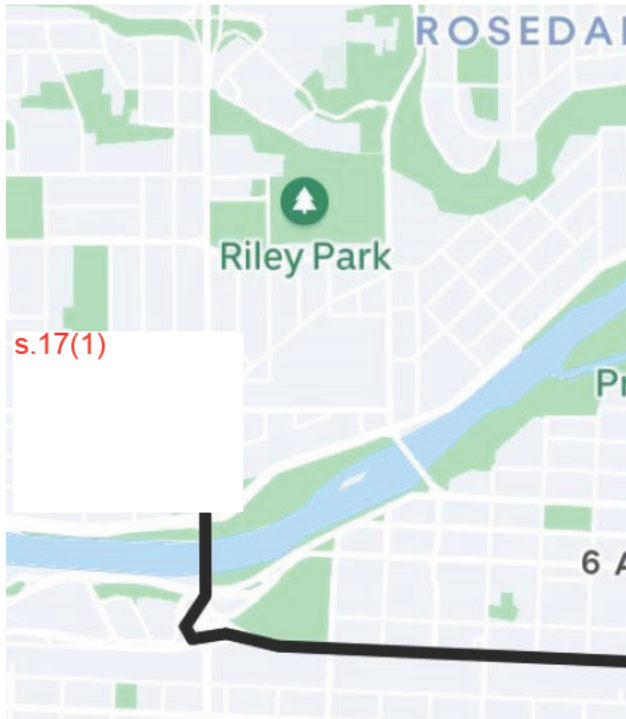
s.17(1)



5:59 PM

120 9 Ave SE, Calgary, AB

T2G 0P3, CA



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66 Wellington Street West Suite
5300, TD Bank Tower
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Kim Tran

From: James Allan
Sent: April 14, 2023 8:09 AM
To: Kim Tran
Subject: Fw: [Business] Your Thursday evening trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

James Allan, PhD
Vice-President (Advancement)

S.17(1) [F james.allan2@ucalgary.ca](mailto:james.allan2@ucalgary.ca)

W <https://www.ucalgary.ca/>
AD100, 2500 University Drive NW
Calgary AB, Canada
T2N 1N4



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From: Uber Receipts <noreply@uber.com>
Sent: Thursday, 13 April 2023 10:22 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Thursday evening trip with Uber

[△EXTERNAL]

Uber

Total **CA\$13.09**
April 13, 2023

Thanks for riding, James

We hope you enjoyed your ride
this evening.



Total CA\$13.09

Trip fare	CA\$9.02
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Subtotal	CA\$9.02
----------	----------

Booking Fee 	CA\$3.00
---	----------

TNC fee recovery surcharge	CA\$0.45
----------------------------	----------

GST	CA\$0.62
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You rode with MASRESHA

4.89 ★ Rating



Has passed a multi-step safety screen

Rate or tip

TNDL License Number:

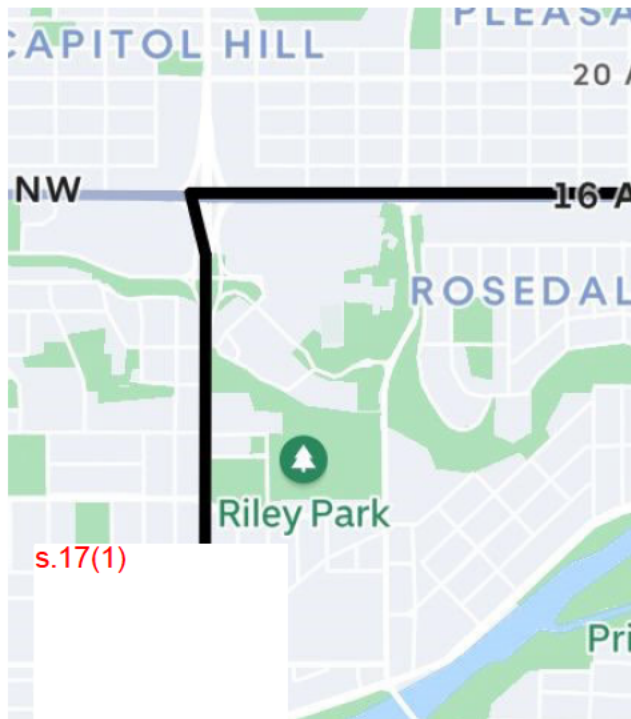
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UberX 6.77 kilometers | 13 min



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66 Wellington Street West Suite
5300, TD Bank Tower
Toronto ON M5K 1E6

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Item 3: Calgary: April 13, 2023, Lunch Meeting with 1 Community Member, Meeting Complete.



Proactive Disclosure of Expenses

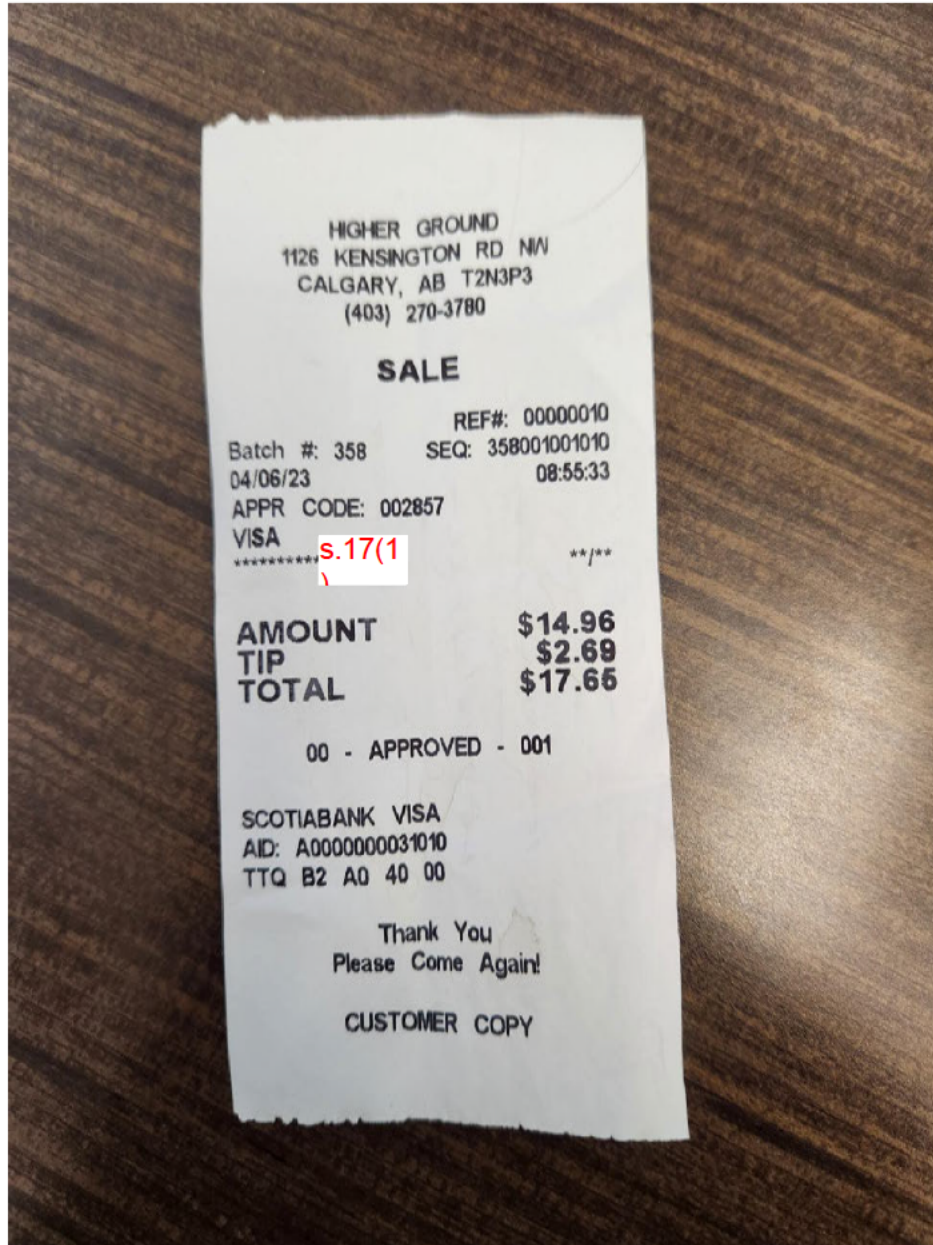
James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 4 Detail				
For	James Allan - Vice President - Advancement			
Description/Purpose	Calgary: April 6, 2023, Coffee Meeting with 1 Community Member, Meeting			
Date	April 6, 2023			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	\$17.65			\$17.65
Page Reference	page 42			
Notes				

Item 8: Calgary: April 6, 2023, Coffee Meeting with 1 Community Member, Meeting Complete.



Proactive Disclosure of Expenses

James Allan - Vice President - Advancement

For the period April 1, 2023 to June 30, 2023

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 5 Detail				
For	James Allan - Vice President - Advancement			
Description/Purpose	Ground Transportation to attend offsite meetings			
Date	April 18 - May 24, 2024			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount			\$50.12	\$50.12
Page Reference			pp 44-60	
Notes				

Kim Tran

From: Kim Tran on behalf of James Allan
Sent: April 18, 2023 3:39 PM
To: Kim Tran
Subject: FW: [Business] Your Tuesday afternoon trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

From: Uber Receipts <noreply@uber.com>
Sent: April 18, 2023 2:33 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Tuesday afternoon trip with Uber

[△EXTERNAL]



Total **CA\$11.43**
April 18, 2023

Total CA\$11.43

Trip fare CA\$7.44

Subtotal	CA\$7.44
Booking Fee <input type="checkbox"/>	CA\$3.00
TNC fee recovery surcharge	CA\$0.45
GST	CA\$0.54

[Visit the trip page](#) for more information, including invoices (where available)

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You rode with MUBARAK

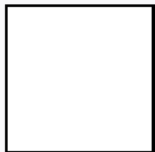
4.96 ☐ Rating

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2:26 PM

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2:32 PM

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5300, TD Bank Tower
Toronto ON M5K 1E6

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Item 5: Calgary: May 24, 2023, Ground Transportation, Off-Site Event, Event Complete.

Kim Tran

From: Kim Tran on behalf of James Allan
Sent: May 24, 2023 4:37 PM
To: Kim Tran
Subject: FW: [Business] Your Wednesday morning trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

Uber receipt for travel to Hyatt for CCAE (May 24).

Kim Tran (she/her)
Executive Assistant to James Allan
Vice-President (Advancement)

E khtran@ucalgary.ca
ucalgary.ca/advancement



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From: Uber Receipts <noreply@uber.com>
Sent: May 24, 2023 8:47 AM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Wednesday morning trip with Uber

[△EXTERNAL]

Uber

Total **CA\$12.31**
May 24, 2023

Total

CA\$12.31

Trip fare	CA\$8.27
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Subtotal	CA\$8.27
----------	----------

Booking Fee 	CA\$3.00
---	----------

TNC fee recovery surcharge	CA\$0.45
----------------------------	----------

GST	CA\$0.59
-----	----------

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4.99 ★ Rating



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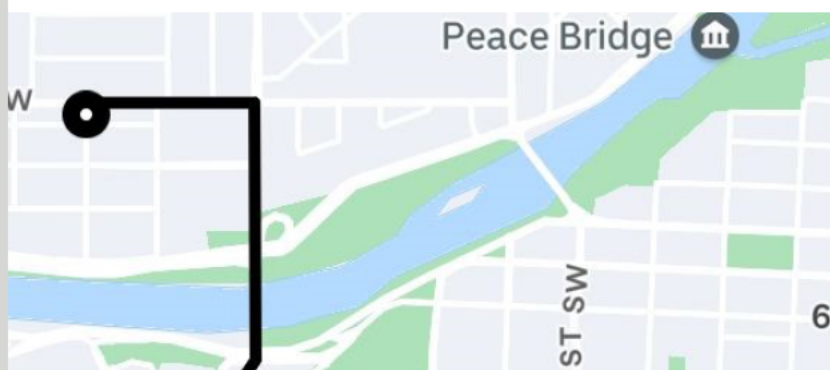
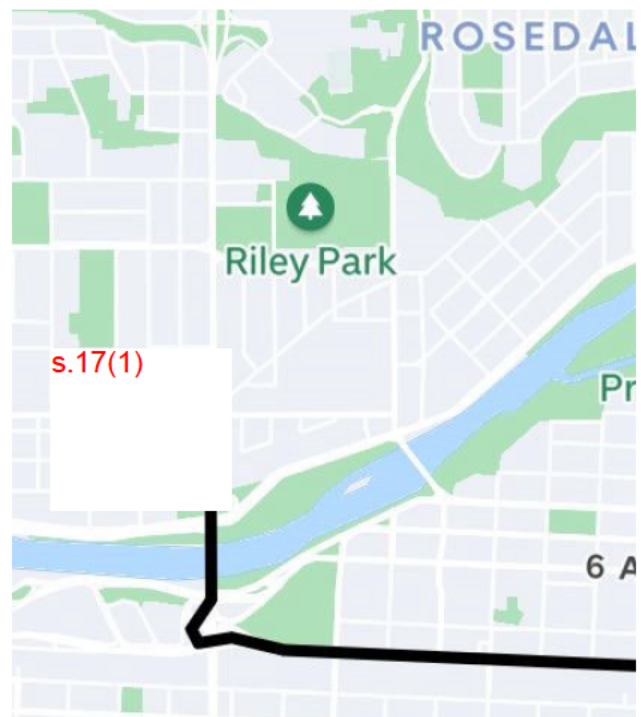
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■ **8:38 AM**

s.17(1)

■ **8:46 AM**

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AB T2G 5P6, CA



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Kim Tran

From: Kim Tran on behalf of James Allan
Sent: May 25, 2023 4:49 PM
To: Kim Tran
Subject: FW: [Business] Your Wednesday evening trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

From: Uber Receipts <noreply@uber.com>
Sent: May 25, 2023 8:16 AM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Wednesday evening trip with Uber

[△EXTERNAL]



Total **CA\$14.83**
May 24, 2023

Total CA\$14.83

Trip fare CA\$10.67

Subtotal	CA\$10.67
Booking Fee <input type="checkbox"/>	CA\$3.00
TNC fee recovery surcharge	CA\$0.45
GST	CA\$0.71

Payments



business s.17(1)
5/25/23 8:16 AM

CA\$14.83

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You rode with Dante

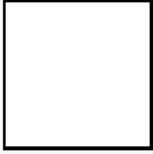
4.96 ☐ Rating

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TNDL License Number:

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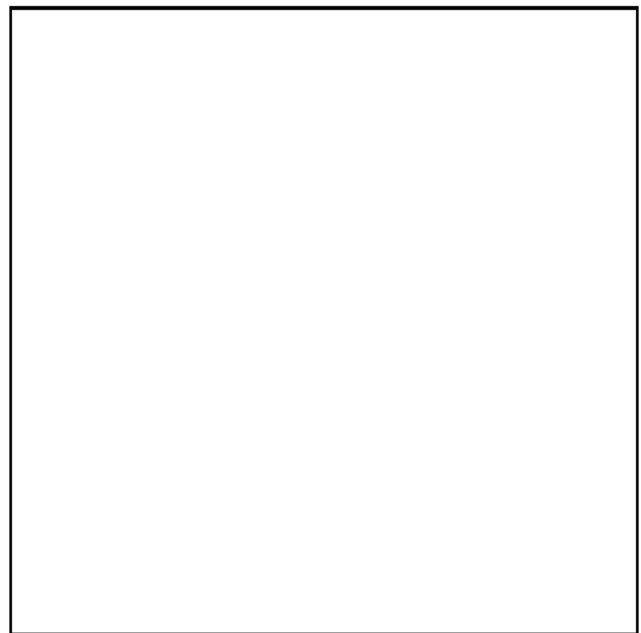
9:21 PM

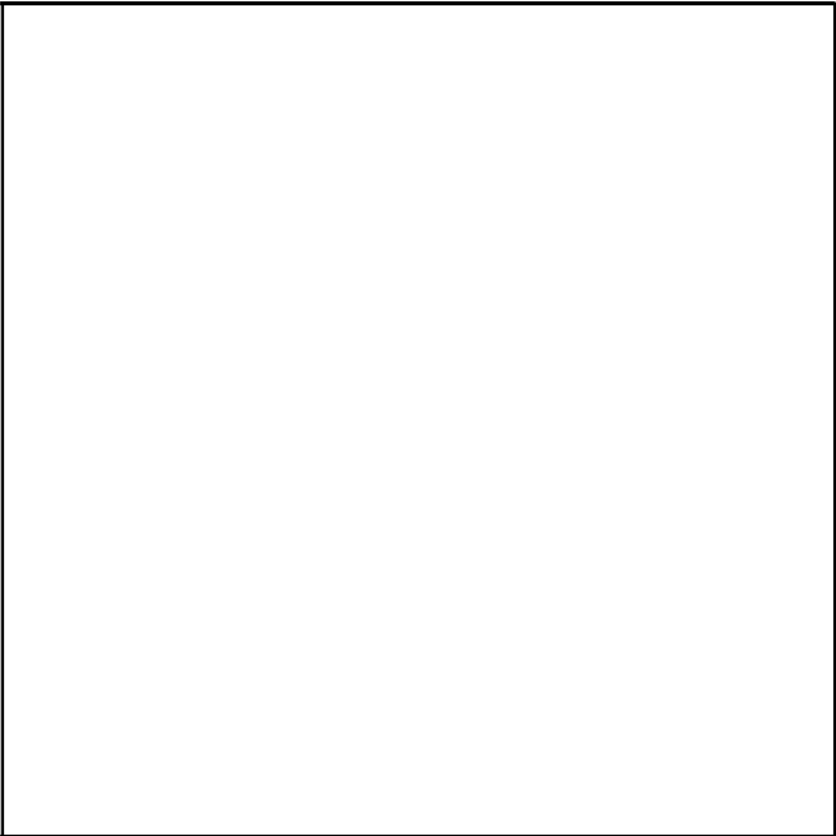
Zoo Rd NE & 12 St SE,
Calgary, Alberta T2E, CA



9:33 PM

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Item 7: Calgary: April 18, 2023, Ground Transportation, Off-Site Event, Event Complete.

Kim Tran

From: Kim Tran on behalf of James Allan
Sent: April 20, 2023 10:08 AM
To: Kim Tran
Subject: FW: [Business] Your Tuesday evening trip with Uber

Follow Up Flag: Follow up
Flag Status: Flagged

From: Uber Receipts <noreply@uber.com>
Sent: April 18, 2023 6:28 PM
To: James Allan <james.allan2@ucalgary.ca>
Subject: [Business] Your Tuesday evening trip with Uber

[△EXTERNAL]



Total **CA\$11.55**
April 18, 2023

Total **CA\$11.55**

Trip fare **CA\$7.55**

Subtotal	CA\$7.55
Booking Fee <input type="checkbox"/>	CA\$3.00
TNC fee recovery surcharge	CA\$0.45
GST	CA\$0.55

[Visit the trip page](#) for more information, including invoices (where available)

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You rode with AJ

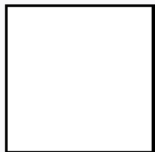
4.97 ☐ Rating

☐ Has passed a multi-step safety screen

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6:27 PM

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