



## Proactive Disclosure of Expenses

Andrea Morris, Vice-President, Development & Alumni  
For the period October 1, 2024 to December 31, 2024

### Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	October 25-27, 2024	Travel to Los Angeles to attend XPRIZE Visioneering 2024.	\$3,222.09
2.	November 11-14, 2024	Travel to Toronto to attend Advancement Leadership Forum (ALF) meetings.	\$1,856.23

Non-Travel Expenses			
Item #	Date	Description	Amount
3.	October to December, 2024	Parking expenses while attending events and meetings on behalf of the University of Calgary.	\$41.15
4.	October 3, 2024	Lunch meeting with community member.	\$64.42



**Proactive Disclosure of Expenses**

Andrea Morris, Vice-President, Development & Alumni  
For the period October 1, 2024 to December 31, 2024

**Detail for Travel Expenses**

Travel Expenses-Item 1 Detail						
For	Andrea Morris, Vice-President, Development & Alumni					
Description/ Purpose	Travel to Los Angeles to attend XPRIZE Visioneering 2024.					
Date	October 25-27, 2024					
Destination	Los Angeles, California					
Type of Expense	Airfare*	Other Transport	Hotel	Meal**	Other***	Total
Amount	\$2,222.98	\$186.02	\$707.33	\$55.49	\$50.27	\$3,222.09
Page Reference	pp 3-4	pp 6-8	page 5		page 4 & 9	
Notes	Airfare*: Booking Ref #CQPCPD, Ticket 8381001445099 Meal**: Meals per diem claimed ( 2 lunch & 1 breakfast) Other***: Travel agency fee and onboard wi-fi.					

# Los Angeles, October 25-27, 2024, Travel agency fee for booking WestJet flights 1510 and 1511, Maritime Travel Reference S4JXJY. Event complete.

## Maritime Travel Business Travel Management



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You can also chat with us by clicking here: [Chat now](#). Or by using our App.

UNIVERSITY OF CALGARY  
ATTN: ANDREA MORRIS  
AD 100 2500 UNIVERSITY DR NW  
CALGARY AB T2N 1N4

<b>MARITIME Ref #</b>	<b>S4JXJY</b>
Invoice #	235495804
Date	16 Oct 2024
Your Counsellor	<b>BAILEY COLLINS</b>
Account #	<b>S.17(1)</b>
UCID	
Team Name	N/A
Faculty/Dept/Institute	DEVELOPMENT OFFICE JOVENA BORISENKO

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[Click here to learn more about our Corporate Travel Program](#)

[Please click here to fill out our Business Travel survey.](#)

For:  
MORRIS/ANDREA LAUREEN MS  
Please make sure name(s) on your statement matches your passport.  
If name(s) doesn't match please contact your branch or our after hours team before midnight. If addressed after the initial booking date, costs may apply.

### Your Itinerary:

#### Entry Guide Information

Some airports now offer the option to pre-book your security screening time before your departure. Check your airport's website for more information.

#### Web Check-In and Airline Confirmation: WestJet - CQPCPD

	<b>WestJet 1510</b> Boeing 737 Cabin Class B-Plex CO <sub>2</sub> 132kg/person	<b>Origin</b> Calgary, AB <small>Calgary Int'l Arpt (Calgary, AB)</small>	<b>Destination</b> Los Angeles, CA <small>Los Angeles Int'l Arpt (Los Angeles, CA) Terminal 2</small>	<b>Depart</b> Fri - Oct 25 9:20 AM	<b>Arrive</b> Fri - Oct 25 11:41 AM	<b>Seat</b> 16C
	Duration 3:21  Add to Calendar					
	<b>WestJet 1511</b> Boeing 737 Cabin Class Y-Plex CO <sub>2</sub> 143kg/person	<b>Origin</b> Los Angeles, CA <small>Los Angeles Int'l Arpt (Los Angeles, CA)</small>	<b>Destination</b> Calgary, AB <small>Calgary Int'l Arpt (Calgary, AB)</small>	<b>Depart</b> Sun - Oct 27 12:55 PM	<b>Arrive</b> Sun - Oct 27 5:09 PM	<b>Seat</b> 08C
	Duration 3:14  Add to Calendar					

Los Angeles, October 25-27, 2024, Travel agency fee for booking WestJet flights 1510 and 1511, Maritime Travel Reference S4JXJY. Event complete.

<b>Passenger Information</b>			
Airline Code WS			
Passenger	MORRIS/ANDREA LAUREEN MS	Ticket #	8381001445099
<b>Booking Summary</b>			
Company	WestJet	Booking Reference	CQPCPD
Company	Air Canada	Loyalty #	S.17(1)
Company	WestJet	Loyalty #	

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL  
 -THANK YOU FOR BOOKING WITH MARITIME TRAVEL

**Purchase Summary**

Amount due		Amount Paid	
WestJet AIRFARE - TKT 8381001445099	1971.00	PYMT BY XXXX-XXXX S.17(1) Oct 18 2024	-2222.98
TAX ON AIRFARE INCLUDES 101.10 GST			
TAX ON AIRFARE INCLUDES 160.88 OTHER		PYMT BY VI XXXX S.17(1)	-37.28
TAX ON AIRFARE	251.98	<b>TOTAL PAID CAD</b>	<b>\$2,260.26</b>
MARTVL NONREF TICKET FEE	35.50		
TAX ON FEE R103524823	1.78		
<b>TOTAL DUE CAD</b>	<b>\$2,260.26</b>		

**BALANCE CAD \$0.00**

Los Angeles, October 25-27, 2024, Two nights'  
accommodation to attend XPRIZE Visioneering 2024.  
Event complete.



Residence Inn® Los Angeles Westlake Village  
30950 Russell Ranch Road, Westlake Village, CA 91382 P 818.707.4411  
Marriott.com/LAXWV

A. Moms		Room: 328		Room Type: ONBT	
		Number of Guests: 1		Rate: \$225.72	
		Clerk:			
Arrive: 25Oct24	Time: 01:25PM	Depart: 27Oct24	Time: 01:00PM	Folio Number: 84564	

DATE	DESCRIPTION	CHARGES	CREDITS
25Oct24	Room Charge	225.72	
25Oct24	State Occupancy Tax	22.57	
25Oct24	Convention and Tourism Tax	0.44	
26Oct24	Room Charge	225.72	
26Oct24	State Occupancy Tax	22.57	
26Oct24	Convention and Tourism Tax	0.44	
27Oct24	Visa		497.46
		Card #: VXXXXXXXXXXXXXXXXX S.17(1) Amount: 497.46 Auth: 027672 This card was electronically swiped on 25Oct24	

<b>BALANCE:</b>	<b>0.00</b>
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**Marriott Bonvoy Account** [S.17\(1\)](#) Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

See our "Privacy & Cookie Statement" on Marriott.com.

Los Angeles, October 25-27, 2024, Ground transportation to attend XPRIZE Visioneering 2024. Event complete.



UBER \*TRIP  
137.49

 Pay with Points  Split with Friends

Transaction Details

Transaction Date  
Oct 27, 2024

Posted Date  
Oct 28, 2024

Foreign Currency  
USD 96.50

Conversion Rate  
1.424766

Payment Type  
Online Purchase

Los Angeles, October 25-27, 2024, Ground transportation to attend XPRIZE Visioneering 2024. Event complete.

Uber Total \$96.50  
October 27, 2024

Total \$96.50

In Los Angeles, on average, roughly 45% of the customer price went towards covering government-mandated commercial insurance for rideshare in July 2024, one of the highest rates in the country.

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Trip fare	\$55.73
<hr/>	
Subtotal	\$55.73
Booking Fee <a href="#">?</a>	\$23.30
CA Driver Benefits <a href="#">?</a>	\$0.79
Access for All Fee <a href="#">?</a>	\$0.10
LAX Airport Surcharge	\$4.00
Tip	\$12.58

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Payments

 Visa •••• s.17(1) \$96.50  
10/27/24 10:56 AM

Los Angeles, October 25-27, 2024, Ground transportation to attend XPRIZE Visioneering 2024. Event complete.

Uber

Total CA\$48.53  
October 25, 2024

Total CA\$48.53

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Trip fare	CA\$35.59
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Subtotal	CA\$35.59
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Booking Fee <a href="#">?</a>	CA\$0.15
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TNC fee recovery surcharge	CA\$0.45
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Airport Recovery Surcharge	CA\$4.00
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Tip	CA\$6.33
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GST	CA\$2.01
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Payments



Visa ●●●● S.17(1)

10/25/24 9:37 AM

CA\$48.53



## Calgary: Internet access on plane

### Thank you for your order.

Below you will find your order details.

Receipt

### WestJet Connect Internet

Purchase reference #WISP55ZB0UIAS2EWWVDL

[WS1474]      31-OCT-24      YYC - PSP

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#### Purchase details

2-hour access	CAD 12.99
<b>Total price:</b>	<b>CAD 12.99</b>

**Payment Type:** Card ending with [s.17\(1\)](#)

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#### Customer care

For any questions about your service or purchase, please contact us.

**Customer care number: 855-812-3621 (Toll free)**

Email: [WestjetWiFiHelp@panasonic.aero](mailto:WestjetWiFiHelp@panasonic.aero)

Customer care representatives will be happy to help you in English.

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The purchase was made on WestJet Connect 31-OCT-24 21:28:49 UTC  
GST number: 862106366RT

**Proactive Disclosure of Expenses**

Andrea Morris, Vice-President, Development & Alumni  
For the period October 1, 2024 to December 31, 2024

**Detail for Travel Expenses**

Travel Expenses-Item 2 Detail						
For	Andrea Morris, Vice-President, Development & Alumni					
Description/ Purpose	Travel to Toronto to attend Advancement Leadership Forum (ALF) meetings.					
Date	November 11-14, 2024					
Destination	Toronto, Ontario					
Type of Expense	Airfare*	Other Transport**	Hotel	Meal***	Other****	Total
Amount	\$753.40	\$161.23	\$715.34	\$116.09	\$110.17	\$1,856.23
Page Reference	pp 11-12	pp 14-17	page 13		pp12 & 18-19	
Notes	Airfare*: Booking Ref.: KDZQVN, Tickets 8381001428439 & 0141001428435. Other Transport**: Ground transportation while in Toronto. Meal***: Includes meals per diem (4 dinner & 1 lunch). Missing receipt for actual meals of \$21.49. Other****: Travel agency fee and purchase of onboard wi-fi					

# Toronto, November 11-14, 2024, Airfare from Calgary to Toronto to attend Advancement Leadership Forum (ALF) meetings. Air Canada Flight 148, Booking Reference

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UNIVERSITY OF CALGARY  
ATTN: ANDREA MORRIS  
AD 100 2500 UNIVERSITY DR NW  
CALGARY AB T2N 1N4

<b>MARITIME Ref #</b>	<b>ZTS7Q0</b>
Invoice #	235491997
Date	08 Oct 2024
Your Counsellor	<b>BAILEY COLLINS</b>
Account #	<b>s.17(1)</b>
UCID	
Team Name	N/A
Faculty/Dept/Institute	DEVELOPMENT OFFICE JOVENA

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Please click here to fill out our Business Travel survey.

For:  
MORRIS/ANDREA LAUREEN MS  
Please make sure name(s) on your statement matches your passport.  
If name(s) doesn't match please contact your branch or our after hours team before midnight. If addressed after the initial booking date, costs may apply.

### Your Itinerary:

#### Entry Guide Information

Some airports now offer the option to prebook your security screening time before your departure. Check your airport's website for more information.

#### Web Check-In and Airline Confirmation: WestJet - KDZQVN / Air Canada - 4YAJ9

	<b>Air Canada 148</b> Airbus A320-300 Cabin Class FLEX CO <sub>2</sub> 208kg/person	<b>Origin</b> Calgary, AB Calgary Int'l Aprt (Calgary, AB)	<b>Destination</b> Toronto, ON Lester B Pearson Int'l (Toronto, ON) Terminal 1	<b>Depart</b> Mon - Nov 11 3:15 PM	<b>Arrive</b> Mon - Nov 11 9:10 PM	<b>Seat</b> 16C
Duration 3:55						
	<b>Remarks</b> BAG 1 NO FEE BAG 2 50CAD					
	<b>WestJet 667</b> Boeing 737 MAX 8 Cabin Class B-Flex CO <sub>2</sub> 195kg/person	<b>Origin</b> Toronto, ON Lester B Pearson Int'l (Toronto, ON) Terminal 3	<b>Destination</b> Calgary, AB Calgary Int'l Aprt (Calgary, AB)	<b>Depart</b> Thu - Nov 14 4:00 PM	<b>Arrive</b> Thu - Nov 14 6:31 PM	<b>Seat</b> 08D
Duration 4:31						
	<b>Add to Calendar</b>					
	<b>Remarks</b>					

Toronto, November 11-14, 2024, Airfare from Calgary to Toronto to attend Advancement Leadership Forum (ALF) meetings. Air Canada Flight 148, Booking Reference 4YAJI9. Event not yet complete.

<b>Passenger Information</b>			
Airline Code WS			
Passenger	MORRIS/ANDREA LAUREEN MS	Ticket #	8381001428439
Airline Code AC			
Passenger	MORRIS/ANDREA LAUREEN MS	Ticket #	0141001428435
<b>Booking Summary</b>			
Company	WestJet	Booking Reference	KDZQWN
Company	Air Canada	Booking Reference	4YAJI9
Company	Air Canada	Loyalty #	s.17(1)
Company	WestJet	Loyalty #	

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**Purchase Summary**

Amount due		Amount Paid	
AIR CANADA AIRFARE - TKT 0141001428435	370.76	PYMT BY XXXX-XXXX-s.17(1)	-317.42
TAX ON AIRFARE INCLUDES 20.7% GST		Oct 8 2024	
TAX ON AIRFARE INCLUDES 4.4% QST		PYMT BY XXXX-XXXX-s.17(1)	-435.98
TAX ON AIRFARE	65.22	Oct 8 2024	
WestJet AIRFARE - TKT 8381001428439	236.44	PYMT BY VI XXXX-s.17(1)	-74.56
TAX ON AIRFARE INCLUDES 36.6% HST		<b>TOTAL PAID CAD</b>	<b>\$827.96</b>
TAX ON AIRFARE INCLUDES 4.4% QST			
TAX ON AIRFARE	80.98		
MARTVL NON REF TICKET FEE	35.50		
MARTVL NONREF ADTL TICKET FEE	35.50		
TAX ON FEE R103524823	3.56		
<b>TOTAL DUE CAD</b>	<b>\$827.96</b>		

**BALANCE CAD \$0.00**

**Baggage Information**

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

For WestJet Baggage Information [click here](#). Pre-pay for your bags and save.

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](http://www.Catsa-acsta.gc.ca).

Toronto, November 11-14, 2024, Three nights' accommodation  
to attend Advancement Leadership Forum meetings.

Event complete.

**CHELSEA**  
*Hotel*

**TORONTO**

33 Gerrard Street West, Toronto, Ontario M5G 1Z4  
Tel: 416-595-1975 Fax: 416-581-8934

Andrea Morris  
Canada

Room: 0719  
Folio: 3921555  
Cashier: 766  
Arrival: 11/11/24  
Departure: 11/14/24

University of Toronto - Division of Univ

Membership:  
Reference:  
Booking Ref. #:  
A/R Invoice:  
A/R Account:

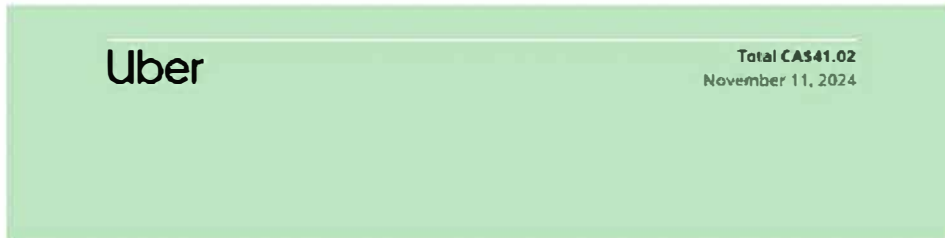
Group: UofT Courtesy Room block

Date	Description	Additional Information	Charges	Credits
11/11/24	Room Charge		239.20	
11/11/24	Room - HST 13%		31.10	
11/11/24	Municipal Accommodations Tax		14.35	
11/11/24	MAT - HST		1.87	
11/12/24	Room Charge		179.00	
11/12/24	Room - HST 13%		23.27	
11/12/24	Municipal Accommodations Tax		10.74	
11/12/24	MAT - HST		1.40	
11/13/24	Room Charge		179.00	
11/13/24	Room - HST 13%		23.27	
11/13/24	Municipal Accommodations Tax		10.74	
11/13/24	MAT - HST		1.40	
11/14/24	Visa	XXXXXXXXXXXXX <sup>s.17(1)</sup>	XXXX	715.34

Total	715.34	715.34
Balance Due	0.00	CDN

<u>HST Summary</u>	
Registration No.:	887925881
Room	82.31
F&B	0.00
Other	0.00
<b>Total</b>	<b>82.31</b>

Toronto, November 11-14, 2024, Ground transportation to Calgary airport to attend Advancement Leadership Forum meetings. Event complete.



Total CA\$41.02

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Trip fare	CA\$29.37
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Subtotal	CA\$29.37
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Booking Fee <a href="#">?</a>	CA\$0.15
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TNC fee recovery surcharge	CA\$0.45
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Airport Recovery Surcharge	CA\$4.00
----------------------------	----------

Tip	CA\$5.35
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GST	CA\$1.70
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**Payments**

 Visa ●●●●s.17(1)	CA\$41.02
11/11/24 3:35 PM	

Toronto, November 11-14, 2024, Ground transportation to attend donor meetings while in Toronto to attend Advancement Leadership Forum meetings. Event complete.



Toronto, November 11-14, 2024, Ground transportation from attending donor meetings while in Toronto to attend Advancement Leadership Forum meetings. Event complete.

Uber Total CA\$20.45  
November 12, 2024

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**Total CA\$20.45**

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Booking Fee ⓘ	CA\$0.99
Trip fare	CA\$14.13

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Subtotal	CA\$15.12
Toronto Fee Recovery Surcharges	CA\$0.34
Toronto Accessibility Fee Recovery Surcharges	CA\$0.10
Tip	CA\$3.00
HST	CA\$1.89

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**Payments**

Visa ●●● S.17(1)	CA\$17.45
<small>11/13/24 1:27 AM</small>	
Visa ●●● S.17(1)	CA\$3.00
<small>11/14/24 8:45 PM</small>	



Toronto, November 11-14, 2024, Ground transportation to Toronto airport after attending Advancement Leadership Forum meetings. Event complete.



## Toronto, Internet access on plane

### Thank you for your order.

Below you will find your order details.

Receipt

### WestJet Connect Internet

Purchase reference #WISP561M2GLTVDFSPWJF

[WS667]      14-NOV-24      YYZ - YYC

#### Purchase details

Full Flight	CAD 21.99
Tax	
- HST ON	CAD 2.86
<b>Total price:</b>	<b>CAD 24.85</b>

Payment Type:      Card ending with **s.17(1)**

#### Customer care

For any questions about your service or purchase, please contact us.

Customer care number: 855-812-3621 (Toll free)

Email: [WestjetWiFiHelp@panasonic.aero](mailto:WestjetWiFiHelp@panasonic.aero)

Customer care representatives will be happy to help you in English.

The purchase was made on WestJet Connect 14-NOV-24 21:54:59 UTC  
GST number: 862106366RT

## Toronto, Internet access on plane



### Thanks for your purchase!

You can view your purchase history at any time by visiting [My Account](#).

Customer: Traveler

Email Address: andrea.morris@ucalgary.ca

Order: 407344590TSAC

Date: 11/11/24, 6:36:53 PM GMT-07:00

#### Purchase Summary

Streaming 1-Hour Pass \$10.25 CAD

Tax \$0.51 CAD

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Payment type: VISA \*\*,s.17(1)

**Total paid \$10.76 CAD**

[My Account](#) | [Contact Us](#) | [Passes & Products](#)

This email was sent to andrea.morris@ucalgary.ca because you have made a Wi-Fi Onboard purchase. [Change your email preferences or unsubscribe.](#)

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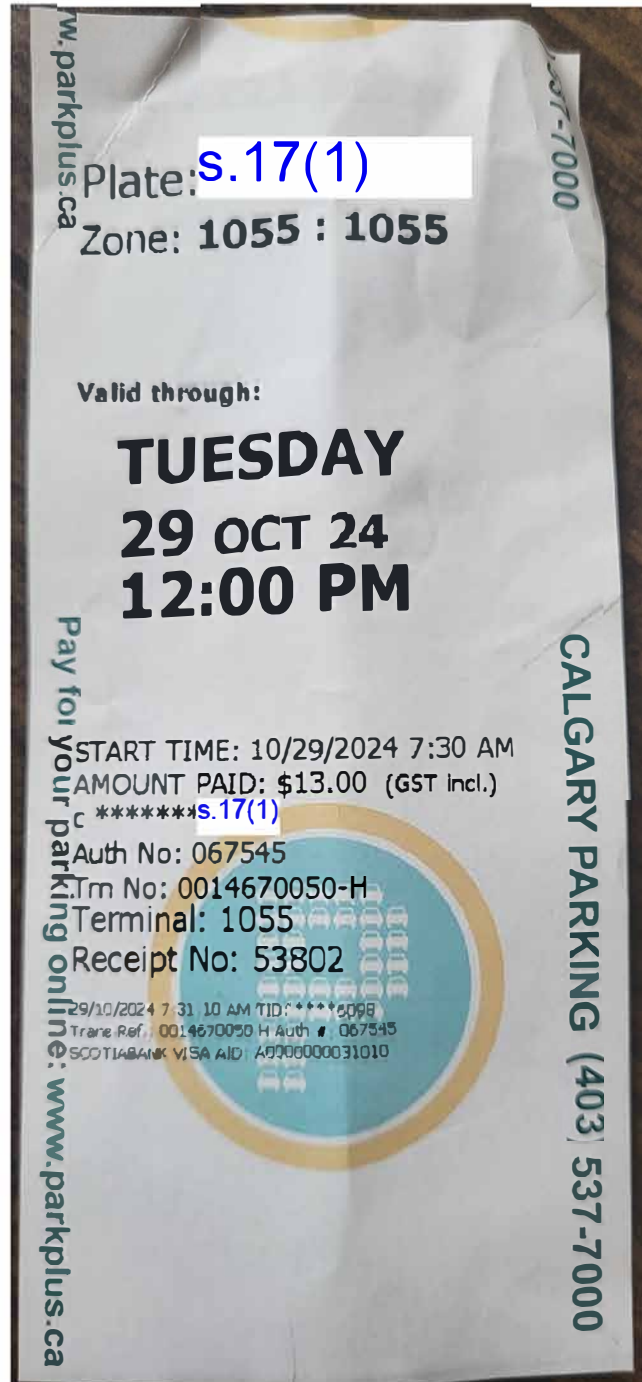
**Detail for Non-Travel Expenses**

Non-Travel Expenses-Item 3 Detail				
For	Andrea Morris, Vice-President, Development & Alumni			
Description/Purpose	Parking expenses while attending events and meetings on behalf of the University of Calgary.			
Date	October-December, 2024			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount		\$41.15		\$41.15
Page Reference		pp 21-24		
Notes				

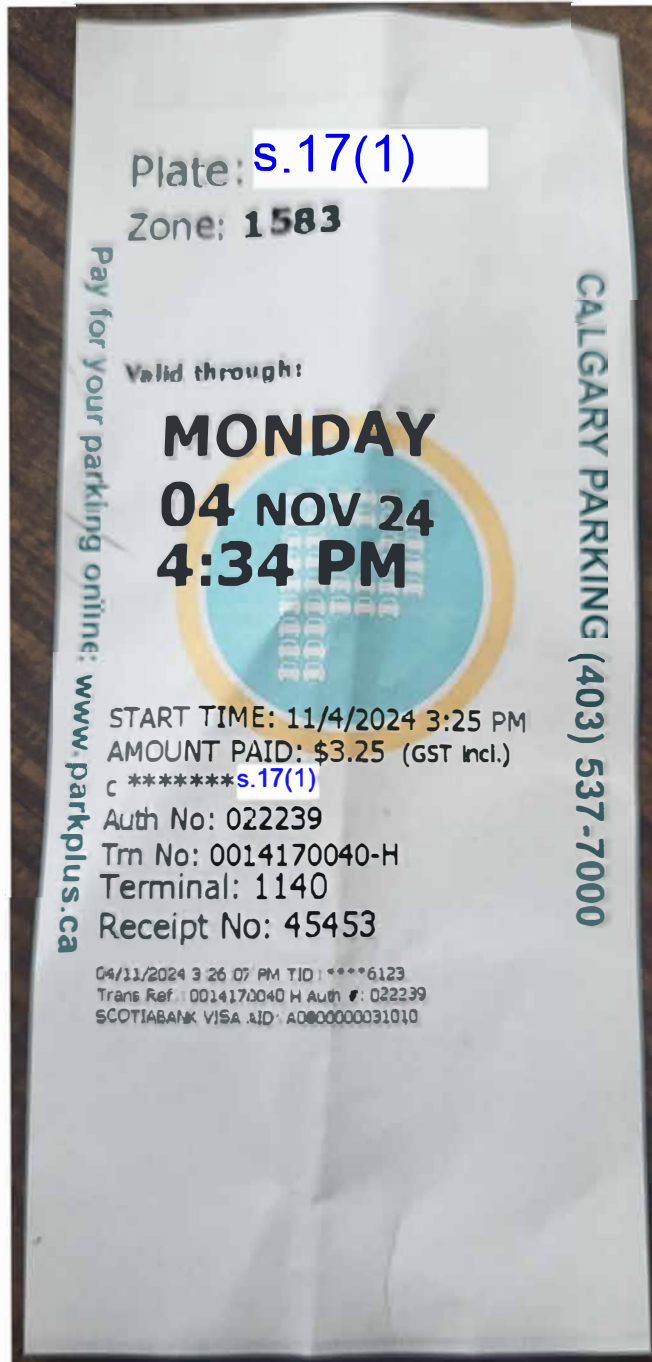
Calgary: October 23, 2024, Parking, Off-Site Meeting. Event Complete.



Calgary: October 29, 2024, Off-Site Workshop.  
Event Complete.



Calgary: November 4, 2024, Parking, Off-Site Meeting.  
Event Complete.



Calgary: December 12, 2024, Parking, Off-Site Meeting.  
Event Complete.





**Proactive Disclosure of Expenses**

Andrea Morris, Vice-President, Development & Alumni

For the period October 1, 2024 to December 31, 2024

**Detail for Non-Travel Expenses**

Non-Travel Expenses-Item 4 Detail				
For	Andrea Morris, Vice-President, Development & Alumni			
Description/Purpose	Lunch meeting with community member.			
Date	October 3, 2024			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	\$64.42		\$0.00	\$64.42
Page Reference	page 26			
Notes				

## Calgary: Meeting with community member

