



Proactive Disclosure of Expenses

Diane Kenyon, Vice-President (University Relations)
For the period August 1, 2014 to September 30, 2014

Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	June 3-5, 2014	Travel to Edmonton to attend the Canadian Council for the Advancement of Education conference.	\$172.67
2.	June 18, 2014	Travel to Edmonton to host Alumni Strategy evening.	\$235.68

Non-Travel Expenses			
Item #	Date	Description	Amount
3.	July 11, 2014	Lunch meeting with internal staff member.	\$14.38
4.	July 15, 2014	Lunch meeting with Board member and Community member.	\$21.58



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For the period August 1, 2014 to September 30, 2014

Detail for Travel Expenses

Travel Expenses-Item 1 Detail						
For	Diane Kenyon, Vice-President (University Relations)					
Description/Purpose	Travel to Edmonton to attend the Canadian Council for the Advancement of Education conference					
Date	June 3 - 5, 2014					
Destination	Edmonton, Alberta					
Type of Expense	Airfare	Other Transport*	Hotel	Meals	Other	Total
Amount	\$0.00	\$172.67	\$0.00	\$0.00	\$0.00	\$172.67
Notes	<p>Other Transport*: Ground transportation while attending Canadian Council for the Advancement of Education conference.</p> <p>All other costs were disclosed in the June 1 - July 31, 2014 Disclosure Period, Item 1.</p>					

Sterling Limousine Inc.

151 Woodside Circle SW
 Calgary, AB T2W 3K1
 Canada

Invoice

Number 2636

Date 6/30/2014

Bill To

Ms. Diane Kenyon
 University Of Calgary
 A113 - 2500 University Drive NW
 Calgary, AB
 T2N 1N4

Account No.

S.

Date	Description	Hours	Rate	Grat.	GST	Amount
① 06/03/2014	04:30 pm - UFC Administration Building to Calgary Airport. (Conf. # 017388).		\$71.50	✓	✓	\$71.50
② 06/05/2014	11:50 am - Calgary Airport to UFC Administration Building. (Conf. # 017388).		\$71.50	✓	✓	\$71.50
③ 06/18/2014	01:00 pm - UFC Administration Building to Calgary Airport. (Conf. # 017462).		\$71.50	✓	✓	\$71.50
④ 06/19/2014	07:50 am - Calgary Airport to UFC Administration Building. (Conf. # 017462).		\$71.50	✓	✓	\$71.50

Notes

- Edmonton June 3-5th - Ground Transportation to Airport re: CCAE conference - event previously referenced on Expense report 268291
- Edmonton June 3-5 2014. Ground transportation in Calgary from Airport. Event previously referenced on 268291. Event now closed.

Sub Total	\$286.00
Gratuity 15.00% on \$286.00	\$42.90
GST 5.00% on \$328.90	\$16.45
Total	\$345.35

Amount Paid	\$0.00
Amount Due	\$345.35

GST No. 80552-2281 RT0001

Thank You!

Making Service Taste Better...

(I) WWW.STERLINGLIMO.CA

(E) INFO@STERLINGLIMO.CA

(P) 403.829.4706

Item 1 invoice amount claimed = \$172.67

Proactive Disclosure of Expenses

Diane Kenyon, Vice-President (University Relations)
For the period August 1, 2014 to September 30, 2014

Detail for Travel Expenses

Travel Expenses-Item 2 Detail						
For	Diane Kenyon, Vice-President (University Relations)					
Description/Purpose	Travel to Edmonton to attend host Alumni Strategy evening.					
Date	June 18, 2014					
Destination	Edmonton, Alberta					
Type of Expense	Airfare	Other Transport*	Hotel	Meals	Other	Total
Amount	\$0.00	\$235.68	\$0.00	\$0.00	\$0.00	\$235.68
Notes	<p>Other Transport*: Ground transportation while attending and speaking at Alumni Dinner.</p> <p>All other costs were disclosed in the June 1 - July 31, 2014 Disclosure Period, Item 2.</p>					

Edmonton
Alumni Trip

AIRPORT TAXI SERVICE
4608 181 ST. (7808907070)
EDMONTON, AB
T6E-5G9

Term ID: 05378011

June 18/
19 2014

Purchase

s. 17(1)

AMEY Entry Method: S

Invoice #: 778

Amount: \$ 55.00

Tip: \$ 8.00

Total: \$ 63.00

2014/06/18 17:56:16

Seq #: 0010010080

Appr Code: 546007

Resp Code: 00/025

APPROVED
Thank You

Customer Copy

- IMPORTANT -
retain this copy for your records

GST830718284

Sterling Limousine Inc.

151 Woodside Circle SW
 Calgary, AB T2W 3K1
 Canada

Invoice

Number 2636

Date 6/30/2014

Account No.

S.

Bill To

Ms. Diane Kenyon
 University Of Calgary
 A113 - 2500 University Drive NW
 Calgary, AB
 T2N 1N4

	Date	Description	Hours	Rate	Grat.	GST	Amount
①	06/03/2014	04:30 pm - UFC Administration Building to Calgary Airport. (Conf. # 017388).		\$71.50	✓	✓	\$71.50
②	06/05/2014	11:50 am - Calgary Airport to UFC Administration Building. (Conf. # 017388).		\$71.50	✓	✓	\$71.50
③	06/18/2014	01:00 pm - UFC Administration Building to Calgary Airport. (Conf. # 017462).		\$71.50	✓	✓	\$71.50
④	06/19/2014	07:50 am - Calgary Airport to UFC Administration Building. (Conf. # 017462).		\$71.50	✓	✓	\$71.50

minutes

Item 2 invoice amount claimed = \$172.68

Sub Total	\$286.00
Gratuity 15.00% on \$286.00	\$42.90
GST 5.00% on \$328.90	\$16.45
Total	\$345.35
Amount Paid	\$0.00
Amount Due	\$345.35

GST No. 80552-2281 RT0001

Thank You!

Making Service Taste Better...

(I) WWW.STERLINGLIMO.CA

(E) INFO@STERLINGLIMO.CA

(P) 403.829.4706

③ - Edmonton June 18-19 2014. Ground Transportation to airport. Event previously referenced on Expense report 268316. (Alumni Dinner)

④ Edmonton June 18, 19 2014. Ground transportation from airport. Event previously referenced on Expense report # 268316. (Alumni Dinner)



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Detail for Non-Travel Expenses

Non-Travel Expenses-Item 3 Detail				
For	Diane Kenyon, Vice-President (University Relations)			
Description/Purpose	Lunch meeting with internal staff member			
Date	July 11, 2014			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	14.38	\$0.00	\$0.00	\$14.38
Notes				

paid cash

La Prep-Calgary Univ
University of Calgary
CALGARY, AB

FRI JULY 11, 2014
CHECK #401898-2
DUPLICATE

1 Turkey Sandwich \$6.85
TAX : \$0.34
TOTAL \$7.19

WELCOME TO OUR OPENING
Lunch
Time: 11:51 1 CUSTOMER

la prep
www.laprep.com

YOU HAVE BEEN SERVED
BY : Cashier

CASH : \$7.19
s. 17(1)

+
Diary.

s. 17(1)

✓ D/C (unc)
week 7/5

La Prep-Calgary Univ
University of Calgary
CALGARY, AB

FRI JULY 11, 2014
CHECK #401897-2
DUPLICATE

1 Turkey Sandwich \$6.85
TAX : \$0.34
TOTAL \$7.19

WELCOME TO OUR OPENING
Lunch
Time: 11:51 1 CUSTOMER

la prep
www.laprep.com

YOU HAVE BEEN SERVED
BY : Cashier

CASH : \$7.19



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Detail for Non-Travel Expenses

Non-Travel Expenses-Item 4 Detail				
For	Diane Kenyon, Vice-President (University Relations)			
Description/Purpose	Lunch meeting with Board member (Steve Allan) and Community member			
Date	July 15, 2014			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	21.58	\$0.00	\$0.00	\$21.58
Notes				

paid cash
Lunch

La Prep-Calgary Univ
University of Calgary
CALGARY, AB

TUE JULY 15, 2014
CHECK #402476-2
DUPLICATE

1 Ham & Swiss Sandwich	\$6.85
2 Turkey Sandwich	\$13.70
SUB-TOTAL	: \$20.55
TAX	: \$1.03
TOTAL	\$21.58

WELCOME TO OUR OPENING
Lunch

Time: 11:35 1 CUSTOMER

La Prep
www.laprep.com

YOU HAVE BEEN SERVED
BY : Cashier

s. 17(1)

CASH : \$21.58
Stew Allen + Guest
Diane Kenyon