**SUMMARY OF TRAVEL AND HOSPITALITY EXPENSES FOR THE PERIOD October 1, 2024 – December 31, 2024**

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| DATE | EVENT/ACTIVITY | LOCATION | DETAILED COSTS | TOTAL AMOUNT | |
| November 4-5, 2024 | Attending U15 Executive Heads Meetings | Ottawa, Ontario | Accommodation: $408.16  Airfare: $1,398.85  Airport Transportation: $399.00  Taxi: $87.72 | **$2,293.73** | |
| November 20-21, 2024 | Attending McMaster Fall Convocation ceremony, Honorary Degree recipient lunch event and Convocation Dinner | Hamilton, Ontario | Transportation: $320.00 | **$320.00** | |
| Nov 25-26, 2024 | Attending donor stewardship and cultivation strategy breakfast meetings | Toronto, Ontario | Accommodation: $774.98  Transportation: $508.50 | **$1,283.48** |
| December 1-3, 2024 | Attending Government Relations meetings and Alumni advancement events | Ottawa, Ontario | Accommodation and Meals: $663.84  Airfare: $355.95  Airport Transportation: $508.50  Taxi: $46.01 | **$1,574.30** | |
| December 4-8, 2024 | Attending University Advancement and donor cultivation meetings | London, UK | Accommodation and Meals: $4,027.81  Airfare: $9,979.57  Airport Transportation: $735.82  Taxi: $258.75 | **$15,001.95** |