

SUMMARY OF TRAVEL AND HOSPITALITY EXPENSES FOR THE PERIOD January 1, 2016 – March 31, 2016

DATE	EVENT/ACTIVITY	LOCATION	DETAILED COSTS	TOTAL AMOUNT
January 11, 2016	Hosting University Advancement Meeting	Burlington	Meals: \$87.07	\$87.07
January 18-19, 2016	Attending UNIVCAN Board of Directors Meetings	Ottawa	Airfare: \$522.34 Accommodation: \$208.34 Meals: \$53.56 Airways Transit Transportation: \$179.00 Taxi: \$70.46	\$1,033.70
January 20, 2016	Attending 2016 Summit on Talent and Skills in the New Economy	Oshawa	Mileage Reimbursement: \$126.50 ETR Toll: \$62.92	\$189.42
February 1-2, 2016	Attending Government Meetings and Alumni Event	Ottawa	Airfare: \$522.34 Accommodation: \$206.77 Airways Transit Transportation: \$179.00 Meals: \$30.99 Taxi: \$40.00	\$979.10
February 3, 2016	Attending COU Meetings	Toronto	GO Transit and TTC Fares: \$23.60	\$23.60

February 5-6, 2016	Attending University Advancement Meetings	Fort Myers, FL	Airways Transit Transportation: \$179.00 Meals: \$27.76 Airfare: \$783.28	\$990.04
March 1, 2016	Attending Roundtable Meetings at Six Nations Polytechnic	Ohsweken	Mileage Reimbursement: \$56.87	\$56.87
March 7, 2016	Attending COU-related Meetings	Toronto	Mileage Reimbursement: \$105.05 Parking: \$10.00	\$115.05
March 18, 2016	Attending OUAC Budget Committee Meeting	Guelph	Mileage Reimbursement: \$36.40	\$36.40