

TRAVEL AND HOSPITALITY EXPENSE REPORTS
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Fiscal Year 2019-2020

TRAVEL EXPENSES

Date(s)	Destination	Total Cost
1) May 9-10, 2019	Toronto, ON	\$ 521.48
2) July 9-10, 2019	St-Hubert, QC	\$ 432.39
3) September 16-25, 2019	Berlin, Germany	\$ 3,982.10
4) November 7-8, 2019	Montreal, QC	\$ 644.40

1) May 9-10, 2019

Destination(s): Toronto, ON
Purpose of travel: Sponsorship Meetings

Air Fare:	\$ 0.00
Other transportation:	\$ 0.00
Accommodation:	\$ 294.98
Meals and incidentals:	\$ 176.50
Other expenses:	\$ 50.00
Total:	\$ 521.48

2) July 9-10, 2019

Destination(s): St-Hubert, QC
Purpose of travel: Sponsorship Meetings

Air Fare:	\$ 0.00
Other transportation:	\$ 81.63
Accommodation:	\$ 224.91
Meals and incidentals:	\$ 125.85
Other expenses:	\$ 0.00
Total:	\$ 432.39

Note: All amounts are in Canadian currency and include taxes and service charges

3) September 16-25, 2019

Destination(s): Berlin, Germany
Purpose of travel: IATM conference

Air Fare: \$ 1,976.28
Other transportation: \$ 172.65
Accommodation: \$ 638.54
Meals and incidentals: \$ 739.86
Other expenses: \$ 454.77
Total: \$ 3,982.10

4) November 7-8, 2019

Destination(s): Montreal, QC
Purpose of travel: Sponsorship Meetings

Air Fare: \$ 0.00
Other transportation: \$ 376.44
Accommodation: \$ 213.01
Meals and incidentals: \$ 54.95
Other expenses: \$ 0.00
Total: \$ 644.40

Note: All amounts are in Canadian currency and include taxes and service charges

HOSPITALITY EXPENSES

Date(s)	Event Description	Total Cost
1) October 10, 2019	Partnership Opportunity Location: Mati restaurant, Ottawa, ON Attendees: 3	\$ 107.35

Note: All amounts are in Canadian currency and include taxes and service charges