



Proactive Disclosure of Expenses

Diane Kenyon, Vice-President (University Relations)
For the period February 1, 2013 to March 31, 2013

Overview

Non-Travel Expenses			
Item #	Date	Description	Amount
1.	March 18, 2013	Lunch meeting with community members	\$204.45

Detail for Non-Travel Expense

Non-Travel Expense – Item 1				
For	Diane Kenyon, Vice President (University Relations)			
Details	Lunch meeting with community members, and Stakeholder Relations (of internal staff), 9 attendees.			
Date	March 18, 2013			
Location	Calgary, AB			
Type of Expense	Meals	Parking	Other	Total
Amount			\$204.45	\$204.45
Notes				

(Attach scanned receipts for Expense – Item 1)



Office of the Vice President, University Relations
 Diane Kenyon
 University of Calgary
 MLB 325, 2500 University Drive NW
 Calgary, AB T2N 1N4

Invoice

Business Block Name: Delivery to TFDL 508 - Invoice Number 45467

Arrival: Monday, 18 March 2013

Departure: Tuesday, 19 March 2013

	Qty	Curr.	Unit Price	Total
Monday, 18 March 2013				
Delivery to TFDL 508 - Event ID 38558	9			
Lunch Delivery				
Non Included menu Items:				
Red Quinoa and Black Bean Wrap with Tomatoes, Lettuce, Roasted Corn, Shredded Guacamole and Cilantro Lime Dressing (Less than 10) -- Labeled for Vegetarian	1	CAD	9.25	9.25
Spinach Salad (individual) With Crumbled Feta, NO Toasted Walnuts, Raisins with Orange Balsamic Dressing	9	CAD	4.25	38.25
Turkey and Swiss with Lettuce and Tomato on an Onion Falone Bun (Less than 10)	8	CAD	8.50	68.00
Jumbo Gourmet Cookies (<10) Chocolate Chip, Oatmeal Raisin, Macadamia Nut, etc	9	CAD	2.50	22.50
Freshly Brewed Regular Coffee (10 cup carafe) with Creamers, Sugar and Stir Sticks	1	CAD	17.00	17.00
Selection of Regular and Herbal Teas (10 cup carafe)	1	CAD	16.00	16.00
Pitchers of Water With Food Delivery Only	3	CAD	2.00	6.00
Proceeds Donated to the Students' Union Food Bank				
Total			CAD	177.00
			GST - 5%	8.74
			Gratuities-10%	17.71
			Total Including TAX	204.45

MSC CONFERENCE & EVENT CENTRE
 2500 UNIVERSITY DR SUITE
 CALGARY, AB

Term ID: 20257546

Signature _____

Purchase

5.17(1)

ANEX

Entry Method: M

Total: 204.45

2013/03/18

06:58:28

Seq #: 0010550010

Appr Code: 161901

Resp Code: 00/025

APPROVED
Thank You

Customer Copy

- IMPORTANT -
 retain this copy for your records