MAILING ADDRESS
12666–72 Ave
Surrey, BC, Canada V3W 2M8

OFFICE OF THE PRESIDENT

Disclosure of Expenses

Marlyn Graziano, Vice President, External Affairs
For the period April 6, 2018 to May 5, 2018

Overview of expenses incurred for the billing period:

April 6, 2018 to May 5, 2018

Travel Expenses			
Item #	Date	Description	Amount
1.	April 1, 2018 to April 30, 2018	Mileage *	$ 196.25
2.	April 6, 2018 to May 5, 2018	Parking	$ 13.00
3.	May 2, 2018	CiCan Conference for Vice Presidents, Mont Treblant, PQ – July 3 – July 9, 2018 (Airfare only)	$643.18

Community Event Expenses			
Item #	Date	Description	Amount
1.	April 4, 2018	Richmond Chamber of Commerce	$31.50

** Mileage reporting is by month, whereas all other expenses are reported based on Purchase Card dates*

Detail for Travel Expenses

Travel Expenses – Item 1 Detail						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	Reimbursement for mileage costs while using personal vehicle for KPU business					
Date	April 1, 2018 to April 30, 2018					
Destination	Miscellaneous					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		$ 196.25				$ 196.25

Travel Expenses – Item 2 Detail						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	Parking to attend various KPU business meetings & Other transportation					
Date	April 6, 2018 to May 5, 2018					
Destination	Various locations in the Lower Mainland					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		$ 13.00				$ 13.00

Travel Expenses – Item 3 Detail						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	CiCan Conference for Vice Presidents					
Date	July 3 – July 9, 2018					
Destination	Mont Treblant, PQ					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount	$643.18					$643.18

Community Event Expenses – Item Detail 1						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	Richmond Chamber of Commerce					
Date	April 4, 2018					
Destination	Richmond					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount					$31.50	$31.50