



OFFICE OF THE PRESIDENT

Disclosure of Expenses

Marlyn Graziano, Vice President, External Affairs
For the period August 1, 2018 to August 29, 2018

Overview of expenses incurred for the billing period:

August 1, 2018 to August 29, 2018 **

Travel Expenses			
Item #	Date	Description	Amount
1.	August 1, 2018 to August 31, 2018	Mileage *	\$ 88.85
2.	August 1, 2018 to August 29, 2018	Parking	\$ 3.00

Community Event Expenses			
Item #	Date	Description	Amount
1.	August 13, 2018	Langley Community Farmers Market Gumboot Gala	\$ 248.76

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

*** New cut-off date established for Purchase Cards as of July 27, 2018*

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	August 1, 2018 to August 29, 2018					
Destination	Miscellaneous					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		\$88.85				\$ 88.85

Travel Expenses – Item 2 Detail						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	Parking to attend various KPU business meetings & Other transportation					
Date	August 1, 2018 to August 29, 2018					
Destination	Various locations in the Lower Mainland					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		\$ 3.00				\$ 3.00

Community Event Expenses – Item 2 Detail						
For	Marlyn Graziano, Vice President, External Affairs					
Description/Purpose	Tickets purchase for Langley Community Farmers Market Gumboot Gala					
Date	August 13, 2018					
Destination	N/A					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount					\$248.76	\$248.76