



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

OFFICE OF THE PRESIDENT

Disclosure of Expenses

Jon Harding, Vice President, Finance and Administration

Overview of expenses incurred for the billing period:

April 1, 2019 to April 30, 2019

Travel Expenses			
Item #	Date	Description	Amount
1.	April 1 – April 30, 2019	Mileage	\$138.22

Miscellaneous Expenses			
Item #	Date	Description	Amount
1.	April 1 – April 30, 2019	Cell phone reimbursement	\$61.60

** 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	Jon Harding, Vice President, Finance and Administration					
Description/Purpose	Reimbursement for mileage costs while using personal vehicle for KPU business					
Date	April 1 2019 – April 30 2019					
Destination	Travel within lower mainland					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		\$138.22				\$138.22

Miscellaneous Expenses – Item 1 Detail						
For	Jon Harding, Vice President, Finance and Administration					
Description/Purpose	Reimbursement for costs while using personal cell phone for KPU business					
Date	April 1 – April 30 2019					
Destination	N/A					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount					\$61.60	\$61.60