



**OFFICE OF THE PRESIDENT**

**Disclosure of Expenses**

Jon Harding, Vice President, Finance and Administration

**Overview of expenses incurred for the billing period:**

**July 1, 2018 to July 31, 2018**

Travel Expenses			
Item #	Date	Description	Amount
1.	July 1- 31, 2018	Mileage	\$42.00
2.	July 1-31, 2018	Parking	\$4.50

Miscellaneous Expenses			
Item #	Date	Description	Amount
1.	July 17, 2018	Cell phone reimbursement	\$89.60

*\* 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	July 1- 31, 2018					
Destination	Travel to Surrey City Hall and downtown Vancouver					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		\$42.00				\$42.00

Travel Expenses – Item 2 Detail						
For	Jon Harding, Vice President, Finance and Administration					
Description/Purpose	Reimbursement for parking costs while using personal vehicle for KPU business					
Date	July 3, 2018					
Destination	Surrey City Hall					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount		\$4.50				\$4.50

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	July 17, 2018					
Destination	N/A					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other	Total
Amount					\$89.60	\$89.60