## Mount Royal University Quarterly Expense Reporting

ense Reporting President and Vice-Chancellor



January 1 - March 31 2021

## 1) Travel Expenses and Professional Development

This includes all reimbursable expenses for travel activities while on University Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in professional development.

- \* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc. (Note: Mileage is reimbursed on a per KM basis at MRU)
- \*\* "Meals and Incidentals" at Mount Royal University are reimbursed on a per diem basis while on business travel
- \*\*\* "Other" includes conference and professional development registration fees and other miscellaneous travel expenses

					Receipted Expenses						Non-Receipted		
						Other				Meals **	Other		
Position:	Dates:	Destination	Purpose		Airfare	Transportation	n * Accommodation	Other ***	Sub-total	& Incidentals	Transportation * Su	b-total	
President	Jan 1	US	American Psychological Assoc Member Dues 2020- 21					320	326				
President	March 1	virtual	CLEBC Roberts Rules of Order Webinar Registration	ı				461	461				
President	March 23	virtual	Institute of Corporate Directors Webinar Registration					21	21			-	
Mount Royal U			n expenses to be reimbursed for University business activity U employees (M).										
							Receipted Expenses				Non-Receipted Expenses		
Position:	<u>Dates:</u>	Purpose		Location		Meals	Transportation *	Other	Sub-total	Meals & Incidentals	Other	o-Total	

**Timothy Rahilly** 

Grand Total 326

461

Grand Total