



## Travel, Hospitality and Working Session Expense Report

Andrew Sharman, Vice-President (Facilities and Operations)

For the period April 2023 to June 2023

### Overview

The University of Alberta is accountable for the prudent and effective stewardship of University funds and is committed to providing transparency by reporting travel, hospitality and working session expenses incurred by members of its senior executive team on a quarterly basis.

Travel Expenses			
Item #	Date	Description	Amount
1	May 4, 2023	Edmonton, AB: Parking for CBRE Edmonton client reception at the Courtyard Marriott	\$8.00
2	May 11-12, 2023	Saskatoon, SK: Spring U15 Meeting hosted by the University of Saskatchewan	\$729.60

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
1	April 4, 2023	Hospitality: Lunch meeting with CEO, University of Alberta Properties Trust	\$59.48
2	May 3, 2023	Hospitality: Lunch meeting with Director, Technical Services, City of Edmonton	\$71.20
3	May 8, 2023	Hospitality: Lunch meeting to discuss Dyde House	\$102.06

**Detail for Travel Expenses**

Travel Expense – Item # 1						
For	Andrew Sharman, Vice-President (Facilities and Operations)					
Description/Purpose	Parking for CBRE Edmonton client reception at the Courtyard Marriott					
Date	May 4, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$8.00
Notes	Other1: parking					

Travel Expense – Item # 2						
For	Andrew Sharman, Vice-President (Facilities and Operations)					
Description/Purpose	Spring U15 Meeting hosted by the University of Saskatchewan					
Date	May 11-12, 2023					
Location	Saskatoon, SK					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other1	Total
Amount	\$379.06	\$109.44	\$170.35	\$20.75	\$50.00	\$729.60
Notes	Airfare: Edmonton to Saskatoon and return Other Transport: mileage to/from the Edmonton airport, taxis in Saskatoon from/to the airport, and to/from dinner on May 11 Hotel: accommodations for one night Meals: dinner on May 12 Other1: parking at the Edmonton airport					

**Detail for Hospitality and Working Session Expenses**

Hospitality / Working Session Expense – Item #1			
For	Andrew Sharman, Vice-President (Facilities and Operations)		
Description/Purpose	Hospitality: Lunch meeting with CEO, University of Alberta Properties Trust		
Date	April 4, 2023		
Location	Edmonton, AB		
Type of Expense	Meals	Other	Total
Amount	\$59.48	\$0.00	\$59.48
Notes	2 attendees		

Hospitality / Working Session Expense – Item #2			
For	Andrew Sharman, Vice-President (Facilities and Operations)		
Description/Purpose	Hospitality: Lunch meeting with Director, Technical Services, City of Edmonton		
Date	May 3, 2023		
Location	Edmonton, AB		
Type of Expense	Meals	Other	Total
Amount	\$71.20	\$0.00	\$71.20
Notes	2 attendees		

Hospitality / Working Session Expense – Item #3			
For	Andrew Sharman, Vice-President (Facilities and Operations)		
Description/Purpose	Hospitality: Lunch meeting to discuss Dyde House		
Date	May 8, 2023		
Location	Edmonton, AB		
Type of Expense	Meals	Other	Total
Amount	\$102.06	\$0.00	\$102.06
Notes	3 attendees		