

## Travel Expense Chart

<b>Employee Name</b>	Manuela DiRe	
<b>Employee Title</b>	Director of Legal Services and General Counsel	
<b>Date of Travel</b>	May 30-31, 2019	
<b>Destination (s)</b>	Waterloo, Ontario	
<b>Purpose</b>	Reaching Out to Ontario - Waterloo	
<b>Related Costs:</b>		
<b>Airfare</b>	\$	-
<b>Accommodation</b>	\$	123.17
<b>Meals</b>	\$	25.92
<b>Other transportation (personal car mileage)</b>	\$	95.92
<b>Hospitality</b>	\$	-
<b>Other expenses ( specify)</b>	\$	-
<b>Total:</b>	<b>\$</b>	<b>245.01</b>

# 1

**THE BAUER KITCHEN  
BAUER BAKERY & CAFE**

187 King St. South Unit 102  
Waterloo, ON

Tel: (519) 772-0790

Server: LAR PM      Check: 216084  
Table : 203          Date : 2019-05-30  
Guests: 7            Time : 8:48:19 PM  
Seat : 3

-----  
1 Risotto . . . . . 19.95  
-----  
SUBTOTAL:            19.95  
HST:                    2.59  
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**TOTAL :      22.54**

Give the Gift of JAVA!  
Purchase a Gift Card in the BBC today  
HST # 832225163RT0001

THE BAUER KITCHEN  
102-187 KING ST S  
WATERLOO, ON N2J1R1  
5197720790

**SALE**

Server #: 000000  
Table #: 0203  
Check #: 0000216084  
MID: 6155985  
TID: 010      REF#: 00000025  
Batch #: 285      20:56:06  
05/30/19  
Invoice #: 25  
APPR CODE: 082457

Chip  
\*\*\*

AMOUNT      \$22.54  
TIP            \$3.38  
TOTAL        **\$25.92**

APPROVED

Visa Credit  
AID: A0000000031010  
TVR: 00 80 00 80 00  
TS: F8 00

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES  
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH  
ISSUER'S AGREEMENT WITH CARDHOLDER  
ACCORDANCE WITH ISSUER'S  
AGREEMENT  
WITH CARDHOLDER

THANK YOU / MERCI!

CUSTOMER COPY

#2



**Comfort Inn (CN314)**

190 Weber St. N.  
Waterloo, ON N2J 3H4  
(519) 747-9400  
GM.CN314@choicehotels.com

Account: 646742085

Date: 5/31/19

Room: 129 LOCAL8

Arrival Date: 5/30/19

Departure Date: 5/31/19

Check In Time: 5/30/19 5:02 PM

Check Out Time:

Rewards Program ID:

You were checked out by:

You were checked in by: vvasir

**Total Balance Due: 0.00**

Wilfrid Laurier University  
DiRe, Manuela

Post Date	Description	Comment	Amount
5/30/19	Room Charge	#129 DiRe, Manuela	109.00
5/30/19	Harmonized Sales Tax		14.17
5/31/19	Visa Payment		(123.17)

Folio Summary 5/30/19 - 5/31/19			
Room Charge			109.00
Harmonized Sales Tax			14.17
Visa Payment			(123.17)
Balance Due:			<u>0.00</u>

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

If payment by credit card, I agree to pay the above total charge amount according to the card issuer agreement.

GST Registration Number 860549062 RT0083

x \_\_\_\_\_



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COMFORT INN WATERLOO  
190 WEBER STREET NORTH  
WATERLOO ON N2J 3H4  
5197479400

**PRE AUTH COMPLETE**

REF#: 00303145  
Batch #: 140 SEQ: 140001001007  
05/31/19 03:17:34  
APPR CODE: 093996

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**AMOUNT \$123.17**

00 - APPROVED - 000

Visa Credit  
AID: A0000000031010

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