

TRAVEL AND HOSPITALITY EXPENSE REPORTS
Anne Eschapasse, Deputy Director, Exhibitions and Outreach
1 July to 30 September 2018

TRAVEL EXPENSES

Date(s)	Destination(s)	Total Cost
1) July 19-20, 2018	Montreal, Quebec	\$282.72
2) September 14-19, 2018	Whistler and Vancouver, British Columbia	\$1,589.04
		Total: <u><u>\$1,871.76</u></u>

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1) Date(s):	July 19-20, 2018	TR11428
Destination(s):	Montreal, Quebec	
Purpose of travel:	Meeting with book designer and editor Jean Doyon from Polygraphe for the coordination of the publication for the Canada Pavillon	
Train/Airfare:		
Other transportation:		\$128.62
Accommodation:		\$50.00
Meals and Incidentals:		\$104.10
Other expenses:		
Total:		\$282.72
2) Date(s):	September 14-19, 2018	TR11441
Destination(s):	Whistler and Vancouver, British Columbia	
Purpose of travel:	Attending the NGC's Board Strategic Retreat, Trustees Meetings and gallery tours in Whistler and Vancouver, and the Annual General Meeting at Polygon Gallery in Vancouver. Also, meetings with representatives of museums and galleries in both cities to discuss outreach projects.	
Train/Airfare:		\$708.32
Other transportation:		\$175.14
*Accommodation:		\$351.33
*Meals and Incidentals:		\$354.25
Other expenses:		
Total:		\$1,589.04

*Accommodation for the first four nights and some meals were covered centrally.

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HOSPITALITY EXPENSES

Date(s)	Description	Total Cost
1) September 6, 2018	Working lunch for internal working committee. Location: NGC, Ottawa Attendees: 8	\$201.71
		<u><u>\$201.71</u></u>