

Expense Report
For Ana Lopez, Vice President, People, Culture, & Inclusion
For the period April 01, 2023 to March 31, 2024

Expense Description	Amount
Travel Expenses	\$ 3,852.34
Local Business and Travel Expenses	\$ 2,893.15
	<u>\$ 6,745.49</u>

Travel Expense Summary
For Ana Lopez, Vice President, People, Culture, & Inclusion
For the period April 01, 2023 to March 31, 2024

Date of Event	Description	Amount
Jun 20-25,2023	Ottawa, ON-Attend 2023 GGCLC National Alumni Reunion	\$ 3,056.86
Sep 17-20,2023	Ottawa, ON-Manulife's National Client Council 2023	\$ 795.48
Total Travel Expenses		\$ 3,852.34

Travel Expense Summary
For Ana Lopez, Vice President, People, Culture, & Inclusion
For the period April 01, 2023 to March 31, 2024

Attend 2023 GGCLC National Alumni Reunion		Amount
Date of Event/Transaction	Jun 20-25,2023	
Destination	Ottawa, ON	
Accommodation		\$ 1,417.30
Airfare		\$ 738.06
Business Meal		\$ 375.00
Conference		\$ 400.00
Transportation		\$ 126.50
Total:		\$ 3,056.86

Manulife's National Client Council 2023		Amount
Date of Event/Transaction	Sep 17-20,2023	
Destination	Ottawa, ON	
Accommodation		\$ 411.96
Business Meal		\$ 257.80
Transportation		\$ 125.72
Total:		\$ 795.48

Total Travel Expenses **\$ 3,852.34**

LOCAL BUSINESS AND TRAVEL EXPENSES

Date of Event/Transaction	Description	Amount
April 2023	Business Meal	\$ 4.91
	Conference	\$ 47.25
	Membership	\$ 151.77
	April 2023 Total	\$ 203.93
May 2023	Business Meal	\$ 37.90
	May 2023 Total	\$ 37.90
June 2023	Business Meal	\$ 21.13
	Membership	\$ 745.50
	June 2023 Total	\$ 766.63
July 2023	Business Meal	\$ 45.06
	Membership	\$ 605.85
	July 2023 Total	\$ 650.91
September 2023	Membership	\$ 139.00
	September 2023 Total	\$ 139.00
November 2023	Transportation	\$ 30.00
	November 2023 Total	\$ 30.00
December 2023	Conference	\$ 99.75

	Transportation	\$ 8.00
	December 2023 Total	\$ 107.75
January 2024	Membership	\$ 589.17
	January 2024 Total	\$ 589.17
Feburary 2024	Conference	\$ 103.95
	Business meal	\$ 30.97
	Membership	\$ 202.77
	Transportation	\$ 14.00
	Feburary 2024 Total	\$ 351.69
March 2024	Business meal	\$ 16.17
	March 2024 Total	\$ 16.17

Total Local Business and Travel Expenses

\$ 2,893.15