

Expense Report
For Navida Suleman, CFO&Vice President, Administration
For the period April 01, 2025 to March 31, 2026

Expense Description	Amount
Travel Expenses	\$ 11,215.49
Local Business and Travel Expenses	\$ 4,060.31
	<u>\$ 15,275.80</u>

Travel Expense Summary**For Navida Suleman, CFO&Vice President, Administration****For the period April 01, 2025 to March 31, 2026**

Date of Event	Description	Amount
Nov 13,2025	Kelowna, BC- Meeting with City of Kelowna	\$ 399.47
Feb 10-11,2026	Ottawa, ON- CAUBO Administration Onboarding Workshop	\$ 4,767.49
Jun 15-17,2026	ST. John's, NL- CAUBO 2026 Conference	\$ 2,522.52
Jul 16-22,2026	Anaheim, US- NACUBO Annual Meeting	\$ 3,526.01
Total Travel Expenses		\$ 11,215.49

Travel Expense Summary
For Navida Suleman, CFO&Vice President, Administration
For the period April 01, 2025 to March 31, 2026

Meeting with City of Kelowna		Amount
Date of Event/Transaction	Nov 13,2025	
Destination	Kelowna, BC	
Airfare		\$ 331.72
Transportation		\$ 67.75
Total:		\$ 399.47

CAUBO Administration Onboarding Workshop		Amount
Date of Event/Transaction	Feb 09-12,2026	
Destination	Ottawa, ON	
Airfare		\$ 836.42
Accommodation		\$ 929.26
Business Meal		\$ 339.80
Conference		\$ 2,500.00
Transportation		\$ 162.01
Total:		\$ 4,767.49

CAUBO 2026 Conference		Amount
Date of Event/Transaction	Jun 15-17,2026	
Destination	ST. John's, NL	
Airfare		\$ 1,277.52
Conference		\$ 1,245.00
Total:		\$ 2,522.52
Notes: Prepaid for fiscal year 2027		

NACUBO Annual Meeting		Amount
Date of Event/Transaction	Jul 16-22,2026	
Destination	Anaheim, US	
Conference		\$ 3,526.01
Total:		\$ 3,526.01
Notes: Prepaid for fiscal year 2027		

Total Travel Expenses	\$ 11,215.49
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LOCAL BUSINESS AND TRAVEL EXPENSES

Date of Event/Transaction	Description	Amount
May 2025	Transportation	\$ 25.00
	May 2025 Total	\$ 25.00
July 2025	Conference	\$ 1,035.82
	Transportation	\$ 21.00
	July 2025 Total	\$ 1,056.82

September 2025	Conference	\$ 135.45
	Transportation	\$ 38.00
	September 2025 Total	\$ 173.45
October 2025	Conference	\$ 208.95
	Transportation	\$ 85.15
	October 2025 Total	\$ 294.10
November 2025	Conference	\$ 387.96
	Transportation	\$ 123.90
	November 2025 Total	\$ 511.86
January 2026	Business Meal	\$ 71.78
	Transportation	\$ 50.46
	January 2026 Total	\$ 122.24
February 2026	Transportation	\$ 48.51
	February 2026 Total	\$ 48.51
March 2026	Business Meal	\$ 37.58
	Conference	\$ 523.95
	Membership	\$ 1,230.80
	Transportation	\$ 36.00
	March 2026 Total	\$ 1,828.33

Total Local Business and Travel Expenses	<u>\$ 4,060.31</u>
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