

Canadian Museum of Immigration at Pier 21

Travel and Hospitality expenses report

since April 1, 2023

Name John Murray
Title Human Resource Manager
Group Senior officer

Travel

Reference number	Departure date (YYYY-MM-DD)	Return date (YYYY-MM-DD)	Destination	Purpose	Airfare	Other transportation	Lodging	Meals and incidentals	Other expenses	Total (including taxes)	Additional Comments
ETH0622	2023-03-26	2023-04-01	Halifax	Travel to head office	932.10	393.69	1,097.94	737.45	0.00	3,161.18	
ETH0622	2023-05-06	2023-05-14	Halifax	Travel to head office	432.64	423.93	1,259.82	863.80	0.00	2,980.19	
N/A	2024-02-16	2024-02-16	Halifax	Local travel expenses	0.00	0.00	0.00	60.45	0.00	60.45	
Total					\$ 1,364.74	\$ 817.62	\$ 2,357.76	\$ 1,661.70	\$ -	\$ 6,201.82	

Hospitality

Reference number	Date (YYYY-MM-DD)	Vendor	Location	Description	Number of employees	Number of guests	Total (including taxes)	Additional Comments
ETH0667	2023-08-01	RCR Hospitality Group	Halifax	Catering during new Trustees orientation meetings (included in the CEO's Hospitality expenses)	N/A	N/A	N/A	
ETH0677	2023-10-04	Per Diem	Halifax	Board of Trustees meeting	1	0	60.45	
ETH0694	2023-10-27	RCR Hospitality Group	Halifax	Catering during <i>Welcome Home To Canada</i> program Employee Showcase	21	42	749.94	
Total							\$ 810.39	