

# Canadian Museum of Immigration at Pier 21

## Travel and Hospitality expenses report

since April 1, 2023

**Name** Jennifer Sutherland  
**Title** Vice-President, Communications and Partnerships  
**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
ETH0676	2023-11-15	2023-11-16	Toronto	Donor relations	534.34	114.60	394.08	204.50	0.00	1,247.52	
ETH0658	2023-11-27	2023-12-01	Washington, Atlanta & Dallas	Professional Development - tour various american museums	1,246.77	123.10	1,410.54	867.00	122.33	3,769.74	
ETH0675	2024-01-24	2024-01-28	New York	IMM (International Media Marketplace) NYC 2024 Conference	1,014.99	outstanding	outstanding	outstanding	4,099.98	5,114.97	
<b>Total</b>					<b>\$ 2,796.10</b>	<b>\$ 114.60</b>	<b>\$ 394.08</b>	<b>\$ 204.50</b>	<b>\$ 4,222.31</b>	<b>\$ 10,132.23</b>	

### Hospitality

Reference number	Date (YYYY-MM-DD)	Vendor	Location	Description	Number of employees	Number of guests	Total (including taxes)	Additional Comments
ETH0649	2023-06-14	Per Diem	Halifax	Board of Trustees meeting	1	0	58.60	
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	
ETH0676	2023-11-16	Library Bar	Toronto	Refreshment - Donor relations event (included in CEO's Hospitality expenses)	N/A	N/A	N/A	
<b>Total</b>							<b>\$ 119.05</b>	