

Export Development Canada												
Steven Richards												
Senior Vice-President, GRM & CRO												
June 2025												
Travel expenses												
Reference number	Purpose of travel	Travel Start Date	Travel End Date	Place Visited	Second Place Visited	Other Places Visited	Air Fare	Other Transportation	Lodging	Meals & Incidentals	Other expenses	Total amount
T-2025-06-3333-713134-01	Operational Meeting	2025-05-11	2025-05-23	Ottawa, ON, Canada			\$ -	\$ 325.68	\$ 3,117.40	\$ 925.60	\$ -	\$ 4,368.68
T-2025-06-3333-713212-01	Operational Meeting	2025-06-02	2025-06-02	Mississauga, ON, Canada			\$ -	\$ 67.83	\$ -	\$ -	\$ -	\$ 67.83
T-2025-06-3333-713523-01	Operational Meeting	2025-06-11	2025-06-11	Ottawa, ON, Canada			\$ -	\$ 66.98	\$ -	\$ 130.80	\$ -	\$ 197.78
Total travel												\$ 4,634.29
Additional comments:												
Hospitality expenses												
Reference number	Purpose of hospitality activity	Date of hospitality activity	Municipality where the hospitality activity took place	Name of the first commercial establishment or vendor	Name of the second commercial establishment or vendor	Name of any other commercial establishments or vendors	Attendees (EDC):	Attendees (guests):				Total amount
H-2025-06-3333-80102784 -01	Operational Meeting	2025-04-16	Ottawa, ON, Canada	Export Development Canada			15	0				\$ 15.00
H-2025-06-3333-80102784 -02	Operational Meeting	2025-04-17	Ottawa, ON, Canada	Export Development Canada			16	0				\$ 16.00
H-2025-06-3333-80103532 -01	Operational Meeting	2025-05-15	Ottawa, ON, Canada	Export Development Canada			25	0				\$ 50.00
H-2025-06-3333-80103631-01	Operational Meeting	2025-05-15	Ottawa, ON, Canada	Olga's Deli & Catering			25	0				\$ 593.25
H-2025-06-3333-713475-01	Business Development	2025-06-10	Ottawa, ON, Canada	King Taps First Canadian Place			1	0				\$ 37.34
TOTAL HOSPITALITY												\$ 711.59
Total :												\$ 5,345.88
Additional comments:												