

SENIOR STAFF EXPENSES Quarter 2 2019-20 (November, December 2019 and January 2020)

Name	Anthony Forster		
Position	Vice-Chancellor		
Date incurred (DD Month)	Amount £ (see note 1 below)	Expense Type (see note 2 below)	Reason for expenditure (see note 3 below)
03-Nov	2460.52	Flights	London Heathrow to Toronto (return) Advanced Institutional Visit to Canada*
03-Nov	987.51	Accommodation	Hilton Hotel Toronto (3 nights) Advanced Institutional Visit to Canada*
06-Nov	155.90	Accommodation	Double Tree by Hilton (1 night) Advanced Institutional Visit to Canada*
07-Nov	10.71	Food/Beverage	Dinner purchased during Advanced Institutional Visit to Canada*
08-Nov	117.50	Flights	Windsor International to Toronto Pearson -Advanced Institutional Visit to Canada*
08-Nov	98.02	Accommodation	Best Western Waterfront Hotel, Ontario (1 night) Advanced Institutional Visit to Canada*
28-Nov	24.70	Train travel	Train ticket from London Stratford to Colchester - Attendance at Eastern ARC Board meeting*
28-Nov	13.74	Taxi	Taxi from Colchester Station to University Campus - Attendance at Eastern ARC Board meeting*
12-Jan	10.85	Food/Beverage	Dinner - Stansted Airport during visit to Maastricht to attend YUFE (Young Universities for Future of Europe) meetings*
12-Jan	130.74	Flights	London Stansted to Eindhoven (return) - YUFE meetings*
12-Jan	130.90	Taxi	Transfer for two passengers (A.Forster and Gavin Jones) from Eindhoven Airport to hotel in Maastricht - YUFE meetings*
12-Jan	90.76	Accommodation	Hotel Sint Jacob, Maastricht (1 night) - YUFE meetings*
13-Jan	4.01	Accommodation	City tax - Hotel Sint Jacob - YUFE meetings*
13-Jan	130.90	Taxi	Transfer for two passengers (A.Forster and Gavin Jones) from Maastricht to Eindhoven Airport - YUFE meetings*
13-Jan	15.83	Food/Beverage	Dinner - The Cloud Club, Eindhoven Airport during visit to Maastricht - YUFE meetings*
16-Jan	13.74	Taxi	Taxi from University Campus to Colchester Station - attendance at TMP Group Meeting*
16-Jan	39.20	Train travel	Colchester to London Liverpool Street (return) - attendance at TMP Group meeting*
16-Jan	38.00	Food/Beverage	Meal at Antalya Restaurant - attendance at TMP Group meeting*
17-Jan	144.53	Accommodation	Holiday Inn London Bloomsbury (1 night) attendance at TMP Group meeting*
17-Jan	11.95	Food/Beverage	Breakfast at Holiday Inn London Bloomsbury - attendance at TMP Group meeting*
17-Jan	13.74	Taxi	Taxi from Colchester Station to University Campus - attendance at TMP Group meeting*
28-Jan	56.30	Flights	London Stansted to Thessaloniki for Advanced Institutional Visit to Greece*
30-Jan	118.80	Accommodation	City Hotel Thessaloniki (2 nights) for Advanced Institutional Visit to Greece*
30-Jan	99.50	Flights	Thessaloniki to London Gatwick for Advanced Institutional Visit to Greece*

*not out of pocket expenses