

Travel Arrangements 000903

Date		Department	Budget Code	
2024-01-17		LAS	6000	
Legal Name		Departure		
Ashley Winter Richards		Thunder Bay	Thunder Bay	
Date of Birth		Destination		
1987-02-15		Niagara Falls		
Travel				
Company		Departure Date	Return Date	
Porter Airlines		2024-01-21 11:55 AM	2024-01-24 06:55 PM	
Hotel				
Company	Check-In	Check-Out	Location	
Sheraton Fallsview	2024-01-21	2024-01-24	Niagara Falls	
Notes				
Porter Airline flights to Toronto.				
Transportation needed from Toronto to Niagara and return.				
Employee Signature				
Ashley Richards				
Authorized Signature				
Doreen Stone				