<u>Date</u>	Reason	<u>Location</u>	<u>Amount</u>
March 2018			
02/03/18 – Accommodation	Accommodation - Crowne Plaza Canberra while attendance at Universities Australia Annual Conference – 5 nights from 25/02/18 to 01/03/18 included	Canberra	£916.04
25/02/18 – Travel	Taxi fare from Canberra airport to Crowne Plaza Canberra hotel ahead of attendance at UAA conference	Canberra	£16.35
26/02/18 - Travel	Foreign Exchange Fee for above	Canberra	£0.45
26/02/18 - Travel	Taxi fare from Crowne Plaza Canberra hotel to RUN Vice-Chancellors meeting	Canberra	£9.44
27/02/18 - Travel	Foreign Exchange Fee for above	Canberra	£0.26
02/03/18 – Travel	Taxi fare from Crowne Plaza Canberra hotel to Canberra airport following attendance at UAA conference	Canberra	£12.81
05/03/18 - Travel	Foreign Exchange Fee	Canberra	£0.35
02/03/18 - Travel	Domestic flight following attendance at Universities Australia Annual Conference	Canberra	££237.50
12/03/18 - Subscription	Subscription to 'The Chronicle' – 24 months from 2018 to 2020	USA	£119.52
19/03/18 – Subscription	Foreign Exchange Fee for above	USA	£3.29
12/03/18 - Subscription	Subscription to 'The Chronicle' – 12 additional months from 2020 to 2021	USA	£70.07
21/03/18 – Subscription	Foreign Exchange Fee for above	USA	£1.93
		Total	£1388.01