



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Detailed Hospitality Expenditures Report
From April 1, 2017 to September 30, 2017

The *Members' Expenditures Report* for the second quarter of 2017-2018 outlines Members' expenditures processed by the House Administration between April 1 and September 30, 2017. The expenditures incurred by Members to carry out their parliamentary functions are published within three months of the end of each quarter. These expenditures are subject to the policies of the Board of Internal Economy in effect when the expenses are incurred. For current policies, refer to the *Members' Allowances and Services Manual* on the Parliament of Canada Web site.

The *Members' Expenditures Report* presents year-to-date expenditures by budget and expense category.

Each budget is presented in a separate **column**, explained below:

- **Member's Budgets:** This column presents two budgets to which Members may charge expenses.
 - **Member's Office Budget:** Members are provided with an annual office budget to pay for employee salaries, service contracts, hospitality and advertising expenses, other printing services, constituency office leases, office operating costs, transportation expenses (when no travel points are used), as well as other travel-related expenses. View the Member's office Budget by Constituency.
 - **Travel Status Expenses Account:** Members are provided with an annual allocation to pay for the per diem and accommodation expenses that they personally incur while in travel status, as well as expenses related to a declared secondary residence.
- **Resources Provided by the House:** This column presents the costs incurred by the House Administration to support Members in the discharge of their parliamentary functions, as well as the costs related to travel points and booked tickets for which a claim has not yet been processed by the House Administration.
- **Travel Points:** This column presents travel points used by Members and their authorized travellers in the support of Members' parliamentary functions. Members are provided with travel points at the beginning of each fiscal year, regardless of where their constituency is located in Canada. A travel point is equivalent to one return trip and a trip means a direct trip, by any means, to one destination for a particular purpose.
 - **Regular:** The number of points used by Members and their authorized travellers when travelling between the constituency and Ottawa.
 - **Special:** The number of points used by Members and their authorized travellers when travelling within Canada, other than for trips between the Member's constituency and Ottawa.
 - **U.S.A.:** The number of points used by Members when travelling to Washington D.C. or New York City.

The *Detailed Travel Points Report* provides information about Members' and authorized travellers' trips processed between April 1 and September 30, 2017 for which travel points were used.

Members' expenditures are presented in eight categories explained below:

- 1 **Employees' salaries:** This category includes the salaries of Members' employees.
- 2 **Service contracts:** This category includes the cost of professional, technical or administrative services or expertise provided to Members.
- 3 **Travel:** This category includes the travel costs of Members and their authorized travellers and is sub-divided as follows:
 - **Member:** This sub-category includes Members' transportation expenses when travelling in support of their parliamentary functions.
 - **Designated traveller:** This sub-category includes the transportation expenses incurred by Members' designated travellers who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing the Member at an event. A designated traveller is a person designated by the Member, other than the Member's employees or another Member. For the list of current designated travellers, see the Public Registry of Designated Travellers.

- **Dependants:** This sub-category includes the transportation expenses incurred by Members' dependants who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing the Member at an event. Dependants refer to the Member's children who are one of the following:
 - under the age of 21;
 - between the age of 21 and 25 and in full-time attendance at a recognized educational institution; or
 - regardless of age, wholly dependent upon the Member by reason of physical or mental disability.
 - **Employees:** This sub-category includes transportation, accommodation and per diem expenses incurred by Members' eligible employees when travelling in support of the Member's parliamentary functions.
 - **Member's accommodation expenses:** This sub-category includes accommodation expenses incurred by Members when travelling in support of their parliamentary functions.
 - **Member's per diem expenses:** This sub-category includes per diem expenses incurred by Members when travelling in support of their parliamentary functions.
 - **Member's secondary residence expenses:** This sub-category includes the rental cost and basic utility fees if the secondary residence is rented by the Member, or the accommodation rate for each day the residence is available for the Member's occupancy and is not rented to any other person if the Member owns the residence along with any related relocation expenses. In addition, it includes the costs associated with the Member's stay in a hotel or private accommodation if the Member does not own or rent a secondary residence.
- 4 **Hospitality:** This category includes the cost of food, beverages, catering services, equipment rentals and/or live entertainment for meetings, non-partisan events and other functions hosted by Members, as well as ticket costs for meals at community activities or events attended by Members.

The *Detailed Hospitality Expenditures Report* provides information about Members' hospitality expenditures processed between April 1 and September 30, 2017.

- 5 **Gifts:** This category includes the following:
- cost of gifts given as a matter of protocol to recognize the value and importance of a person, an event or an organization from the Member's constituency; and
 - cost of gifts given to a civic leader or dignitary, as well as small token items in the discharge of the Member's parliamentary functions.
- 6 **Advertising:** This category includes the cost of print and other media sent to a Member's constituents to advertise the Member's name and contact information, assistance and services provided, as well as constituency meetings, and to share congratulatory messages, seasonal greetings, partisan opinions or advocacy statements.
- 7 **Printing:** This category includes the cost of printing and photocopying services and is sub-divided as follows:
- **Householders:** This sub-category includes the production costs of printed materials sent by Members to households located in their constituency to inform constituents about parliamentary activities and issues.
 - **Ten percenters:** This sub-category includes the production costs of printed or photocopied materials used to communicate with constituents and reproduced in quantities not exceeding 10% of the total number of households in a Member's constituency.
 - **Other printing-related expenses:** This sub-category includes the cost of all other printing services.
- 8 **Offices:** This category is sub-divided as follows:
- **Constituency office leases, insurance and utilities:** This sub-category includes the cost of office leases and liability insurance, as well as the cost of utilities (e.g. hydro and gas) and relocation for Members' constituency offices.
 - **Furniture, furnishing and equipment purchases:** This sub-category includes the cost of furniture and office equipment purchased by Members for their constituency offices.

- **Equipment rentals:** This sub-category includes the cost of rental agreements for equipment, such as photocopiers.
- **Informatics and telecommunication equipment purchases:** This sub-category includes the cost of computers, laptops, tablet devices, printers and other related equipment, as well as smartphones and related devices.
- **Telecommunication services:** This sub-category includes the cost of voice and data plans for various mobile devices as well as the cost of Internet services in constituency offices.
- **Repairs and maintenance:** This sub-category includes the maintenance and repair costs of Members' offices or assets, such as equipment maintenance and office renovations.
- **Postage and courier services:** This sub-category includes the cost of postage and courier services.
- **Materials and supplies:** This sub-category includes the cost of materials, paper and office supplies.
- **Training:** This sub-category includes training costs incurred by Members, their spouse and their employees, subject to certain conditions.

For more information about the *Members' Expenditures Report*, refer to Frequently Asked Questions. Questions about this report should be directed to the Board of Internal Economy spokespersons or to the particular Member.

Detailed Hospitality Expenditures Report

From April 1, 2017 to September 30, 2017

Member	Status	Constituency name	Constituency size	Number of electors				
Ludwig, Karen	Active	New Brunswick Southwest	10,770 km ²	51,729				
Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total	
2017-03-01	Hosting a town hall or community event	To meet constituents	St. George	28	M0120066	Independent	\$12.05	
						Tim Hortons	\$26.84	
						Subtotal	\$38.89	
2017-03-15	Hosting a town hall or community event	To meet constituents	Harvey (York)	26	M0120066	Atlantic Superstore	\$2.29	
						Atlantic Superstore	\$18.85	
						Subtotal	\$21.14	
2017-04-01	Hosting a meeting	To meet visitors of Member's office	Ottawa	0	M0120066	Atlantic Superstore	\$18.99	
						M0123406	Costco	\$38.99
						M0126297	Atlantic Superstore	\$17.99
						M0133117	Atlantic Superstore	\$7.99
						Subtotal	\$83.96	
2017-04-19	Hosting a town hall or community event	To meet constituents	Saint Andrews (Town)	22	M0120038	Atlantic Superstore	\$22.43	
						Atlantic Superstore	\$7.27	
						Subtotal	\$29.70	
2017-04-22	Meal at a gala, reception or ceremony	To celebrate a significant event	St. Andrews	2	M0126260	St. Stephen's University	\$30.00	
						Subtotal	\$30.00	
2017-04-26	Hosting a town hall or community event	To meet constituents	Hanwell	20	M0122969	atlantic superstore	\$3.99	
						Subtotal	\$3.99	
2017-05-13	Meal at a gala, reception or ceremony	To celebrate a significant event	St. Stephen	2	M0122969	Garcelon Civic Center	\$80.00	
						Subtotal	\$80.00	
2017-05-14	Hosting a town hall or community event	To meet constituents	McAdam (Village)	8	M0122969	Atlantic Superstore	\$8.98	
						Subtotal	\$8.98	
2017-05-23	Hosting a meeting	To meet constituents	Saint John East	1	M0126405	Pita Pit	\$6.69	
						Subtotal	\$6.69	
2017-05-24	Hosting a reception or open house	To meet visitors of Member's office	Ottawa	25	M0123406	Gabriel Pizza Rideau	\$190.28	
						Subtotal	\$190.28	
2017-05-24	Hosting a town hall or community event	To meet constituents	Fredericton Junction	21	M0126297	Atlantic Superstore	\$9.78	
						Subtotal	\$9.78	
2017-05-27	Hosting a meeting	To meet constituents	Hanwell	1	M0126405	TIM HORTONS	\$3.00	
						Subtotal	\$3.00	
2017-05-28	Hosting a meeting	To meet constituents	Chamcook	1	M0126405	the Clam Digger	\$28.70	
						Subtotal	\$28.70	
2017-06-16	Hosting a meeting	To meet visitors of Member's office	St. Stephen	3	M0126297	The 5 Kings Brew Pub	\$41.00	
						Subtotal	\$41.00	
2017-06-18	Hosting a town hall or community event	To meet visitors of Member's office	Ottawa	40	M0129550	Gabriel Pizza Rideau	\$359.43	
						Subtotal	\$359.43	
2017-06-28	Hosting a town hall or community event	To meet constituents	Grand Bay-Westfield	25	M0129552	Atlantic Superstore	\$14.77	
						M0129995	Tim Hortons	\$35.70
						Subtotal	\$50.47	

STATUS: Active - Member throughout fiscal year; DE - Deceased; NR - Not re-elected; NE - Newly elected; NSR - Not seeking re-election; RS - Resigned; NEB - Newly elected in by-election

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Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
2017-06-29	Hosting a town hall or community event	To celebrate a significant event	Grand Bay-Westfield	150	M0129995	Sobeys	\$411.03
						Dollarama	\$110.75
						Canadian Tire	\$74.95
						Subtotal	
2017-07-01	Hosting a town hall or community event	To meet constituents	St. Stephen	100	M0129995	Atlantic Superstore	\$14.99
					M0130852	SEAMONE DISTRIBUTORS INC.	\$225.00
					Subtotal		
2017-07-01	Hosting a meeting	To plan Member's priorities and activities	St. Andrews	4	M0130865	THE GABLES RESTAURANT	\$147.24
						Subtotal	
2017-07-01	Hosting a meeting	To plan Member's priorities and activities	St. Stephen	6	M0130878	TIM HORTON	\$5.40
						Subtotal	
2017-07-01	Hosting a meeting	To plan Member's priorities and activities	Grand Bay	4	M0130878	P. DELIGHT / GRAND BAY	\$33.98
						Subtotal	
2017-07-05	Hosting a town hall or community event	To meet constituents	Gagetown (Village)	10	M0129552	Atlantic Superstore	\$7.00
						Subtotal	
2017-07-05	Hosting a meeting	To meet visitors of Member's office	Pennfield Corner	1	M0129995	Harbour Road Pub	\$26.62
						Subtotal	
2017-07-05	Hosting a meeting	To discuss constituency issues with stakeholders	St. Stephen	1	M0129995	Somethings Brewing	\$5.90
						Subtotal	
2017-07-06	Hosting a meeting	To meet constituents	St. Andrews	1	M0130878	GABLES RESTAURANT	\$51.59
						Subtotal	
2017-07-17	Hosting a staff event	To plan Member's priorities and activities	St. Andrews	3	M0130878	NIGER REEF	\$81.18
						Subtotal	
2017-07-18	Meal at a community activity or event	To discuss business of the House, caucus and committees	St. Andrews	1	M0130878	COASTAL TRANSPORT LTD	\$19.62
						Subtotal	
2017-08-03	Hosting a meeting	To plan Member's priorities and activities	St. Stephen	5	M0132792	THE 5 KINGS BREW PUB	\$86.10
						Subtotal	
2017-08-15	Hosting a meeting	To plan Member's priorities and activities	St. Andrews	2	M0132792	THE RED HERRING PUB	\$51.04
						Subtotal	
2017-08-15	Hosting a meeting	To plan Member's priorities and activities	St. Andrews	1	M0132792	BRAXTON'S RESTAURANT	\$35.00
						Subtotal	
Total							\$2,373.40

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