2019 ACCRUALS

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Ceroplastics: 2nd International Congress on Wax Me Start Date** (av/l/yyyy)	occiling, Pitous, Ruly		Fad Dat	e** (mWyyyy)	- 13		418.10
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Date: July 3,	2019	Dat	e:			0	
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**This form may not be altered in any manner. <u>All</u> mandatory fields must be completed and filled in electronically. Incomplete forms will be returned to the originator for corrections prior to being processed for payment. <u>Hand written forms will not be accepted</u> and will be returned to the division.



Request for Authorization

375.95

Attendance at Conferences/Seminars, Training and Business Travel

any training, business travel, and/or attending any conference/assumur. The \$3,500 limit does not apply to training. Please refer to the completion guidelines of this form and all related policies. Conference 2 Scridnar 🔲 Training Budgess Toyel Name: Laura Cunningham Division: Economic Development and Culture Work Address: [85] Museums Services, Collections & Conservation, 98 Atlantic Avenue, Toronto, Ontario, M6K 1X9 Name of Conference/Sentines/Trainings

Ceruplastics: 2nd International Congress on Wax Modelling

Within GTA L

Outside GTA & within Ontario

Outside Ontario/Canada Destination: * (****) Padun, Italy Start Date: A . Thursday, June 6, 2019 End Dater Monday, June 10, 2019 Are breakfest, lunch and/or dinner meals provided by the Sponsor? Please specify: (Meals will be deducted from per Diem as sailed in Business Exp Policy) June 7; Lunch and Dinner Provided; June 8; Lunch Provided; June 9: No meals provided. Purpose: Use space provided below for full description This request is to attend "Ceroplastics - 2nd International Congress on Wax Modelling" taking place from June 7-9, in Padua, Italy. This conference will bring together historians, curstors, and conservators and will provide me with a chance to learn about recent advances in the field of wax conservation. Speakers will provide information on the history of wax objects and explore cleaning methodologies, repair techniques and collections management issues. There will also be two demonstrations which will provide me with further information on wax modelling techniques. Additionally, my paper "Waxing and Waning: The Curious Case of an Early Department Store Wax Mannequin," has been accepted for presentation. My talk details research into a damaged, century-old wax mannequin from the T. Esson Company Archives which is housed at the City's Conservation and Collections Centre. It examines its manufacturing techniques, details earlier repairs and includes the results of testing on its wax composition with a focus on the development of a preservation plan for this unique collection item. ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes)

(4) sait local currency = 1/2-41 / 45 __1.008 __CAD Foreign Currency* Canadian\$ (incl.tax) The second of th Registration Feet; (Conference/Sominar/Training) Conference Fee: 250 Euros 250.00 Euros 375.95 Accommodation: (Standard Single Room) *Approx. See attached rate & fees* Number or page 1 X \$0.00 /day incl. taxes Train 🗀 Bus Personal Vehicle: _km X \$0.___ CAD/km 0 Oround transportation: (Including car rental to/from sirports) Specify estimates: a Sundry Expenses: (See Business Expense Policy, Meals provided are deducted) Number of Days: PROPERTY OF STATE OF THE PROPERTY OF REPORT Sub-Total Estimated Costs:

This form should be completed and the necessary approvals obtained at least 10 business days in advance of undertaking

Functional Area to be charged:	1570100000	
I certify that all estimated costs relating to this to	avel have been included in this form.	
Signature of Employee:		May 31, 2019
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Approval for Proposed Expen		
Division Head or Mike Williams		11
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City Manager/Mayor:		
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Committee & Report No. (If applicable)		<u> </u>
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AE10059

- Other Business Meeting expenses outside of Conference costs, please specify: 4.

TOTAL ESTIMATED COST:

Cost Centre/ WBS Element to be charged:

Updated: March 2016



REPORT ON CONFERENCE

Employee Name:	Laura Cunningham						
Division:	Economic Development and Culture August 9, 2019						
Date Submitted:							
	e: Ceroplastics: 2nd International Congress on Wax Modelling	1					
Location:	Padua, Italy						
Date(s) Attended:	<u> June 7 – 9. 2019</u>						

Describe the benefits from attending the Conference (including any benefits to you and to the City):

Earlier this summer, I attended *Ceroplastics: 2nd International Congress on Wax Modelling* in Padua, Italy. This conference brought together international scholars, physicians, curators, artists and conservators, to share information on the history of wax sculptures. Topics were varied and were drawn from the fields of medicine (anatomy, pathology, dermatology and public health), natural history (botany, zoology), and art (religious iconography, wunderkammern, historical portraiture, contemporary work).

Conservation and collections management were explored and included discussions on collections

Conservation and collections management were explored and included discussions on collections assessments, preventive conservation and conservation treatment techniques. Of particular interest were discussions on the deterioration of wax and adhesives research. For example, a team of conservators at the University of Florence presented research on the formation mechanisms that produce a characteristic and disfiguring white "bloom" on beeswax objects. Their research focused on formation of this crystallization, primarily composed of palmitic and stearic acids. A poster from The National Archives, UK entitled Adhesives Testing on Artificially Aged Wax for Seal Flepair was particularly useful. In-house bend and tensile break tests were used to evaluate a range of adhesives and new approaches to repair. This research built upon previous work looking into the composition of wax seals, a methodology for creating artificially aged beeswax for testing and a literature review on adhesives used in conservation.

Artist demonstrations were held on the second day, which gave attendees the opportunity to observe different techniques for working in wax. Anatomical sculptor, Eleanor Crook, who is artist in residence at the Gordan Museum of Pathology at King's College London showed us hand modelling techniques. She is also a wonderful resource for questions on the casting of wax and different methods used by wax modellers historically. Another demonstration by artisan, Marco Antonio Miranda Razo, showed participants traditional approaches used to create Mexican religious waxworks.

Another highlight was the opportunity to present my paper, Waxing and Waning: The Curious Case of an Early Department Store Wax Mannequin. The City of Toronto's Collections and Conservation Centre houses an extensive array of artifacts originating from the archives for the T. Eaton Company Limited, including a curious wax mannequin – its head detached with a break at the neck. My talk explored the history and use of wax mannequins at Eaton's through archival documents and photographs. I discussed manufacturing and hand finishing techniques used to create this mannequin, provided details of earlier repairs and included the results of testing at the Canadian Conservation Institute on its wax composition. Finally, I briefly discussed a treatment plan, including possible adhesives.

Participation in this conference directly benefits work that I undertake at Museums Services by providing me with the knowledge and skills to preserve and conserve wax objects. I feel this experience will help me make

more informed treatment decisions with these items. Personal Development: I benefited from discussions with European conservators and conservation scientists about different approaches to wax conservation - a topic that is rarely discussed in North America. The opportunity to share my own research and to make these multi-disciplinary connections is something that I will be able to build upon in the future. My paper was also well received by the organizing committee as it explored a topic that had not been explored previously at this or the preceding conference. Networking:

This conference provided me with the opportunity to network with international colleagues who are focused on this intriguing and challenging material. These new connections within the conservation community will undoubtedly serve Museums Services well when requiring outside advice or guidance in the future. I was also able to promote conservation activities at Museums Services.

City Benefits (including financial benefits):

The types of artifacts in the City of Toronto's collection are diverse and include wax artifacts. I learned about new ways to treat and plan for the preservation of these cultural heritage objects. Most importantly, I have been able to share new information i learned at this conference with my colleagues which will benefit the artifacts here at the Collections and Conservation Centre as well as the City of Toronto's historic sites.

Employee's signature:		Date:_	Ang 9, 2019
Approved by (please print):	Mike WilliamS Division Head or Designate	·	
Signature:		_ Date:	A-218/19

Note: Please complete this form within 10 days after attending the conference.



Branch

Date: May 2, 2019, 03:28 PM Ref #: 00571649/4 - ZTRA

From:

Debit Memo CUNNINGHAM L

388.10

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To: Wire Payment

DIPARTIMENTO DI SCHENZE CARDIO

Payment ID 190502B6476900

250.00 EUR

To: 1637-469 Wire Processing

Fee

15.00

To: 1637-469 Wire Service Fee

15.00

Sell 250.00 EUR (AFX Ref # 191220045) (388.10 CAD @ 1.552400)

From:

147 -

Withdrawal CL NNINGHAM L

30.00

Thank You for banking with TD.
For information call
EasyLine 1-866-222-3456
or visit td.com

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Wire Payment Agreement



Thank you for choosing TD to complete your wire payment. Before signing, please read the Agreement below to be sure you understand your rights, responsibilities, and risks in relation to the wire payment.

Province/State:

Province/State:

ON

Customer:

MS LAURA CUNNINGHAM

Street Address:

City:

Country: CANADA (CA)

Customer Account:

Date:

May 2, 2019

Branch:

Wire Payment ID: 190502B6476900

Financial Transaction ID:

Wire Payment Amount:

Province/State:

250.00 (EUR)

TD Service Fee: 30.00 (CAD)

Wire Recipient:

DIPARTIMENTO DI SCIENZE CARDIO

Street Address: VIA GIUSTINIANI, 2

City: PADOVA

Country: ITALY (IT)

Account#/IBAN: 1T76J0306912117100000046149

Customer Code:

Wire Recipient's Financial Institution:

INTESA SANPAOLO SPA

Street Address: CORSO GARIBALDI, 22/26

City: PADOVA

Country:
ITALY (IT)
Bank Code:
BCITITMM

Intermediary Bank Account#:

Reviewing This Wire Payment Agreement

In this Agreement, you will find the following information:

- Section 1: Wire Payment Process
- Section 2: Wire Payment Fees
- Section 3: Returned, Held, or Rejected Payments
- Section 4: Legal Responsibilities
- Table 1: Wire Payment Fees Charged By TD's Correspondent Bank Relationships

In addition, we use the following terms throughout the Wire Payment Agreement (the *Agreement*) and want to make sure you understand what they mean:

You and your refer to the Customer.

We, us, our, and TD refer to The Toronto-Dominion Bank.

Section 1: Wire Payment Process

1.1 What does your signature authorize?

By signing this Agreement, you:

- Confirm that the information on page 1 is accurate and complete.
- Agree to the terms and conditions outlined in this Agreement.
- Agree to pay all fees related to the wire payment as outlined in this Agreement.
- Authorize us to send the wire payment based on the information you provide us.

1.2 Why is providing correct information important?

We will process the wire payment based on the information you provide us. Please make sure all information for your intended Wire Recipient is correct, as we will send the wire payment based on that information. If you provide the wrong account number or name, the Wire Recipient's Financial Institution may credit that account, even if you intended to send money

Wire Payment Agreement



to someone else. Providing the wrong information can also interfere with, delay, or prevent the wire payment's completion.

1.3 What currency will be used for the wire payment?

When you request a wire payment, you authorize us to send the funds using the currency listed under Wire Payment Amount at the beginning of the Agreement. If you are sending a wire payment in a currency that is different from the TD account you are using to fund it, we will quote our foreign-currency exchange rate. You then can choose whether to go ahead with the purchase using our exchange rate. If you agree to move forward, you are accepting the disclosed exchange rate.

In addition, after a wire payment leaves TD, it may be converted to another currency. For example, currency conversion may be necessary if you sent the wire payment without using the local currency of the Wire Recipient's Financial Institution or Wire Recipient's account.

1.4 Can you change or cancel a wire payment?

Wire payments are final. Once TD has processed the wire payment, we cannot reverse it.

If you request a change to or cancellation of the wire payment, we will try to do so on a commercially reasonable efforts basis only. We cannot guarantee that a wire payment change or cancellation is possible, in part because we no longer control the funds after they leave TD. Fees will apply for any change or cancellation request.

1.5 When will we send the wire payment?

We will send the wire payment during our processing hours on a business day (excludes weekends and holidays).

1.6 When will the Wire Recipient receive the funds?

Various factors may affect when the Wire Recipient receives the funds, including:

- · Global time zone differences
- Applicable holidays and business days
- Location of Wire Recipient's Financial Institution
- Insufficient, incomplete, or inaccurate information
- Regulatory, fraud, and other risk and control policies and procedures

1.7 Who will be involved in processing your wire payment?

In addition to TD, the institutions involved in processing your wire payment may include any of the following:

- · Institutions Connected to TD
 - Our affiliates
 - TD's correspondent bank relationships
 - · Any other third party that TD uses

Together, we refer to these parties as Sender Parties.

Intermediaries

 Intermediary institutions used by either TD's or the Wire Recipient's Financial Institution's correspondent bank relationships

Together, we refer to these parties as Intermediaries.

Institutions Connected to the Wire Recipient's Financial Institution

- The Wire Recipient's Financial Institution
- The Wire Recipient's Financial Institution's correspondent bank relationships

Together, we refer to these parties as Receiver Parties.

In order to process international wire payments, financial institutions may rely on the use of a correspondent bank relationship to route a payment to the Wire Recipient's financial institution. Both TD and the Wire Recipient's Financial Institution may individually use correspondent bank relationships. The correspondent bank may also require the use of an intermediary financial institution.

1.8 Will you need to provide additional information?

To comply with law or internal requirements, we or some of the Sender Parties, Intermediaries, and Receiver Parties involved in processing your wire payment may require additional information (including information about the Wire Recipient). This information may be subject to the laws of foreign jurisdictions.

Section 2: Wire Payment Fees

2.1 What fees apply? How are they charged?

You acknowledge and agree that your wire payment is subject to the following fees:

- TD Service Fee, which we list on page 1 of this Agreement. We will debit this fee from any TD account you have with us.
- Fee charged by TD's correspondent bank relationship, which we list in Table 1 at the end of this Agreement. TD's correspondent bank relationship deducts this fee from the Wire Payment Amount. As a result, the Wire Recipient may receive less than the Wire Payment Amount listed on page 1 of this Agreement.

2.2 What other fees or amounts may apply, and how are they charged?

Intermediaries and Receiver Parties involved in processing your Wire Payment may deduct fees or other amounts from the Wire Payment Amount. You acknowledge and agree that, as a result, the Wire Recipient may receive less than the Wire Payment Amount listed on page 1 of this Agreement. We do not know the fees or other amounts that Intermediaries and Receiver Parties may apply.





Section 3: Returned, Held, or Rejected Wire Payments

3.1 Who can reject or return a wire payment?

TD, Sender Parties, Intermediaries, and Receiver Parties may reject a wire payment. If this occurs, we will contact you.

3.2 What might prevent a wire payment from completing?

Policies and/or law may require TD, the Sender Parties, Intermediaries, or the Receiver Parties to either reject, freeze, or hold a wire payment. These reasons include:

- Payments to certain countries or persons subject to economic sanctions
- Inaccurate or insufficient information detected in the wire payment
- Regulatory, fraud, and other risk and control policies and procedures
- · Other reasonable grounds from time to time

3.3 Will you receive a full refund for a rejected wire payment or successful cancellation request?

If one of the Sender Parties, Intermediaries, or Receiver Parties rejects a wire payment, it may deduct fees from the Wire Payment Amount. When this happens, the amount credited back to your account may be less than the original Wire Payment Amount.

In addition, if you instruct us to send a wire payment using a currency different than your account's and it is returned for any reason, including a successful cancellation request, we will convert the returned wire payment back to your account's currency. In this case, we will:

- Determine the exchange rate to use when we receive your funds
- Credit that converted amount to your account

When this happens, the exchange rate we use to deposit the returned money may be different than the exchange rate used to transfer it. As a result, the amount returned to your account may be different than the original amount you transferred.

Section 4: Legal Responsibilities

4.1 Are there limits on the liability of TD or other parties?

TD is not liable for any losses or damages resulting from:

- Inaccurate or insufficient information provided by you
- Currency conversions or changes in foreign currency exchange rates
- Acts or omissions by us, our affiliates, or TD's correspondent bank relationships, except as listed in 4.2
- Acts or omissions of any other third party that TD uses, the Intermediaries, and the Receiver Parties, including for their gross negligence or willful misconduct

TD and the Sender Parties are not liable for any losses or damages resulting from:

- · Delay or mistake in sending the wire payment
- Forged or unauthorized instructions provided in connection with the wire payment
- Rejection of the wire payment
- Measures taken by a domestic or foreign government

TD is not liable for any losses or damages resulting from the Sender Parties, the Intermediaries, or the Receiver Parties:

- · Deducting fees from the Wire Payment Amount
- · Rejecting the wire payment
- Being insolvent, except for our affiliates

TD, the Sender Parties, the Intermediaries, and the Receiving Parties are not liable for:

- Any loss associated with rejected, frozen, or held wire payments
- Any delay related to sanctions screening, regulatory requirements, or otherwise

4.2 What type of damages is TD liable for?

TD's liability, if any, is limited to direct damages that are the direct result of:

- Our and our affiliates' negligence, including willful misconduct or gross negligence
- TD's correspondent bank relationships' willful misconduct or gross negligence

TD and the Sender Parties are not liable for any consequential, special, indirect, or punitive damages.



Table 1: Wire Payment Fees Charged by TD's Correspondent Bank Relationships (By Currency)

Most Common Currencies	
British Pound (GBP)	GBP 0.00 to 100.00: GBP 0.00
	GBP 100.01 to 250.00: GBP 6.00
	GBP 250.01 and above: GBP 10.00
Canadian Dollars (CAD)	CAD 10.00
Euro (EUR)	EUR 0.00 to 250: EUR 6.00
	EUR 250.01 and above: EUR 12.00
United States Dollar (USD)	USD 10.00
Other Currencies	
Australian Dollar (AUD)	AUD 24.00 (in Australia), AUD 50.00 (outside Australia)
Barbadian Dollar (BBD)	BBD 20.00 (plus draft charge if applicable)
Czech Koruna (CZK)	CZK 0.00 to CZK 200: CZK 0.00
	CZK 200.01 and above: 1% of payment amount
	Minimum CZK 300.00, Maximum CZK 2000.00
Danish Krone (DKK)	DKK 75.00
Eastern Caribbean Dollar (XCD)	XCD 35.00
Emirati Dirham (AED)	AED 50.00 (in UAE), Up to AED 100.00 (outside UAE)
Hong Kong Dollar (HKD)	HKD 200.00
Hungarian Forint (HUF)	USD 25.00
Indian Rupee (INR)	INR 250.00
Israeli Shekel (ILS)	0.125% of payment amount
	Minimum USD 5.55, Maximum USD 58.50
Japanese Yen (JPY)	0.05% of payment amount
	Minimum JPY 2500, Maximum JPY 4500
Mexican Peso (MXN)	USD 14.00 + Mexico's value-added tax
New Zealand Dollar (NZD)	NZD 25.00
Norwegian Krone (NOK)	NOK 25.00
Philippine Peso (PHP)	PHP 300.00
Polish Zloty (PLN)	PLN 25.00
Saudi Arabian Riyal (SAR)	SAR 31.00 (in Saudi Arabia), SAR 40.00 (outside Saudi Arabia)
Singapore Dollar (SGD)	SGD 20.00 (in Singapore), SGD 50.00 (outside Singapore)
South African Rand (ZAR)	0.35% of payment amount Minimum ZAR 100.00, Maximum ZAR 450.00
Swedish Krona (SEK)	SEK 25.00
Swiss Franc (CHF)	CHF 0.00 to 150.00: CHF 0.00
	CHF 150.01 and above:
	CHF 12.00 (in Switzerland), CHF 25.00 (outside Switzerland)
Thailand Baht (THB)	0.25% of the payment amount
	Minimum THB 200.00, Maximum THB 500.00
Turkish Lira (TRY)	USD 10.00

Fees are subject to change.

By signing below, you agree to the Wi	re Payment Agreement:
Customer Signature/Authorized Signature	



Università degli Studi di Padova

Dipartimento di Scienza Cardio-Toraco-Vascolari e Sanità Pubblica

Via Giustiniani, 2 35128 PADOVA ITALIA

Tel: 049 8211644

Fax: 049 8211802

C.F. 80005480281

P.IVA IT00742430263

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Fattura n° 22 VD12 del 13/05/2019

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IMMEDIATA 13/05/2019											
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Note:

FATTURA PAGATA