

Expense Disclosure Reporting Form

Name: Ivana Niblett, Board Member

For the Period: Dec-18

Travel, Seminars/Conference and Associated Expenditures

Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals (includes per diem allowances)	Seminar / Conference / Registration fees	Total
1	Nov 25-27, 2018	Edmonton	To attend HR&G committee and Board of Directors meetings	\$556.76	\$141.13	\$342.78	\$100.00	\$1,140.67
2	3-Dec-18	Edmonton	To attend retirement luncheon for board member	\$425.50	\$114.23		\$11.00	\$550.73
3								\$0.00
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
Travel Related								\$1,691.40

[Notes](#)

Non-travel related Expenditures (Business meals, etc...)

Dates	Purpose	Total
1		\$0.00
2		\$0.00
3		\$0.00
4		\$0.00
5		\$0.00
6		\$0.00
7		\$0.00
8		\$0.00
9		\$0.00
10		\$0.00
Non-Travel Related		\$0.00

[Notes](#)

Total claimed for reporting period: \$1,691.40

Mileage & Per Diem Allowances

Employee Name	Expense Type	Submitted Date	Trip Info	Trip Start Date	Trip End Date	Expense Trans Date	Detail Description	Total Amount (Includes GST/HST)	Summary Item Reference
Ivana Niblett	Travel Meal Allowance	12/6/2018	01. 11/25/2018 at 10:00 AM to 11/27/2018 at 04:00 PM - Edmonton ~ to attend HR&G committee meeting and Board of Directors' meeting.	11/25/2018	11/27/2018	11/25/2018	Meals - Nov 25 (dinner), Nov 26 (breakfast/lunch/dinner), Nov 27(breakfast)	\$100.00	1
Ivana Niblett	Travel Meal Allowance	12/6/2018	02. 12/03/2018 at 09:00 AM to 12/03/2018 at 05:00 PM - Edmonton ~ to attend retirement luncheon for board member	12/3/2018	12/3/2018	12/3/2018	Meals - Dec 3 (breakfast)	\$11.00	2

Niblett
Nov 25-27



eTicket Receipt

Prepared For
NIBLETT/IVANA MS

RESERVATION CODE	
ISSUE DATE	22Nov18
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
25Nov18	WESTJET WS 3351	CALGARY INTLAB, CANADA	EDMONTON INTLAB, CANADA	Seat Number 04D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis QA3D0ELS Not Valid Before 25NOV18 Not Valid After 25NOV18
	Operated by: WESTJET ENCORE	Time 10:00	Time 10:56	
27Nov18	WESTJET WS 3352	EDMONTON INTL AB, CANADA	CALGARY INTLAB, CANADA	Seat Number 02D (CONFIRMED) Baggage Allowance 2PC Booking Status OK TO FLY Fare Basis RA0D0PLS Not Valid Before 27NOV18 Not Valid After 27NOV18
	Operated by: WESTJET ENCORE	Time 16:00 4:00	Time 17:00 5:00 pm	

Allowances

Baggage Allowance

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YEG to YYC - 2 Pieces WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET)

Carry On Charges

YYC to YEG , YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment

Fare Calculation Line

YYC WS YEA188.00WS YYC235.00CAD423.00END

Fare

CAD 423.00

Taxes/Fees/Carrier-Imposed Charges

CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)

CAD 23.06 XG8 (GOODS AND SERVICES TAX (GST))

CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)

CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))

CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST))

Total Fare

CAD 547.31

Other Charges

SEAT ASSIGNMENT # 8381502521154 (YYC-YEG / QTY 1)

CAD 9.00

Taxes

CAD 0.45

Form of Payment

Total

CAD 9.45

Total Fare and Other Charges

CAD 556.76

*GST total
26.51*

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

[Important Legal Notices](#)



11/25/2018 08:42 AM

Cc: "Ivana Niblett"

From: "Ivana"

To:

Cc: "Ivana Niblett"

Receipt for ride from home to airport

----- Forwarded message -----

From: **Uber Receipts** <uber.canada@uber.com>

Date: Sun, Nov 25, 2018 at 8:25 AM

Subject:

We've updated your Sunday morning trip receipt

To

Total: CA\$51.13
Sun, Nov 25, 2018

Here's your updated Sunday morning ride receipt.

Distance	CA\$32.38
Time	CA\$4.61
Subtotal	CA\$39.29
Booking Fee	CA\$3.00
Airport drop-off fee	CA\$2.25
TNC fee recovery surcharge	CA\$0.35
GST (5%)	CA\$2.24
Tip	CA\$4.00
Amount Charged	CA\$47.13
	CA\$4.00

[Visit the trip page](#) for more information, including invoices (where available)

Download PDF

Download link expires 12/25/18

Taxi Receipt
from Airport
to home
Nov 27/18

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
Car#1711

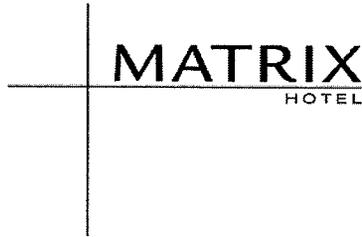
SALE

Batch #: 060 REF#: 00000017
11/27/18 SEQ: 060001001017
APPR CODE: 17:43:34

AMOUNT	\$80.90
TIP	\$9.10
TOTAL	\$90.00

00 - APPROVED - 001

THANK YOU
CUSTOMER COPY



**Ivana Niblett
Canada**

Room No. :
 Arrival : 11-25-18
 Departure Date : 11-27-18
 Folio No. :
 Conf. No. :
 P.O. No. :

Company Name: WCB Workers' Compensation Board
 Group Name:

INVOICE

Date	Description	Charges	Credits
11-25-18	Room Revenue	160.00	
11-25-18	Destination Marketing Fee	4.80	
11-25-18	Tourism Levy	6.59	
11-26-18	Room Revenue	160.00	
11-26-18	Destination Marketing Fee	4.80	
11-26-18	Tourism Levy	6.59	
11-27-18			342.78
		Total Charges	342.78
		Total Credits	342.78
		Balance	0.00

Merchant ID
Transaction ID
Approval Code
Approval Amount 342.78

Capture Method Swiped
Transaction Amount 342.78



eTicket Receipt

Prepared For
NIBLETT/IVANA MS

RESERVATION CODE	
ISSUE DATE	26Nov18
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
TOUR CODE	ITWZZ25
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
03Dec18	WESTJET WS 3251	CALGARY INTLAB, CANADA	EDMONTON INTLAB, CANADA	Seat Number 04D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis NA7D0ELS Not Valid Before 03DEC18 Not Valid After 03DEC18
	Operated by: WESTJET ENCORE	Time 09:00	Time 09:58	

Allowances

Baggage Allowance

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

YYC to YEG - 1 Piece (WS - WESTJET)

Carry On Charges

YYC to YEG - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment

Fare Calculation Line

YYC WS YEA144.50CAD144.50END

Fare

CAD 144.50

Taxes/Fees/Carrier-Imposed Charges

CAD 12.00 YQI (OTHER AIR TRANSPORTATION CHARGES)

CAD 8.18 XG8 (GOODS AND SERVICES TAX (GST))

CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)

CAD 30.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))

CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST))

Total Fare

CAD 203.30

Other Charges

SEAT ASSIGNMENT # 8381502550722 (YYC-YEG / QTY1)

CAD 9.00

Taxes

CAD 0.45

Form of Payment

Total

CAD 9.45

Total Fare and Other Charges

CAD 212.75 *

GST total 10.13.

Positive identification required for airport check in

Notice:

QST # 1202807956TQ001 GST # 866112535

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Important Legal Notices



eTicket Receipt

Prepared For
NIBLETT/MANA MS

RESERVATION CODE	
ISSUE DATE	26Nov18
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
03Dec18	WESTJET WS 3352	EDMONTON INTL AB, CANADA	CALGARY INTL AB, CANADA	Seat Number 04A - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis NA7D0FLS Not Valid After 03DEC19
	Operated by: WESTJET ENCORE	Time 16:00 4:00	Time 17:00 5:00 pm	
03Dec18	WESTJET WS 3016	CALGARY INTL AB, CANADA	MEDICINE HAT AB, CANADA	Seat Number 04A - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis NA7D0FLS Not Valid After 03DEC19
	Operated by: WESTJET LINK BY PACIFIC COASTAL	Time 19:15 7:15 pm	Time 20:25 8:25	

Allowances

Baggage Allowance

YEG to YXH - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

Prices of additional baggage pieces:

1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

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/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

YEG to YYC , YYC to YXH - 1 Piece (WS - WESTJET)

Carry On Charges

YEG to YYC , YYC to YXH - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment

Fare Calculation Line	YEA WS X/YYC WS YXH210.00CAD210.00END
Fare	CAD 210.00
Taxes/Fees/Carrier-Imposed Charges	CAD 12.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 11.46 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 30.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST))
Total Fare	CAD 272.08 ✕

*Expense Calgary olw fare
212.75. (GST 10.13)*

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

*claimed \$212.75+\$212.75 = \$425.50

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Important Legal Notices



12/03/2018 07:34 AM

From: "Ivana"
To: "Ivana Niblett"

Good morning

Receipt for Uber from home to airport for Alex's luncheon

Thanks
Ivana :)

----- Forwarded message -----

From: **Uber Receipts** <uber.canada@uber.com>

Date: Mon, Dec 3, 2018 at 7:30 AM

Subject: We've updated your Monday morning trip receipt
To

Total: CA\$54.23
Mon, Dec 03, 2018

Here's your updated Monday morning ride receipt.

*Niblett
Dec 3.
Taxi fare (uber)
to Calgary airport*

Distance	CA\$32.28
Time	CA\$5.75
Subtotal	CA\$40.33
Booking Fee	CA\$3.00
Airport drop-off fee	CA\$2.25
TNC fee recovery surcharge	CA\$0.35
GST (5%)	CA\$2.30
Tip	CA\$6.00
Amount Charged	CA\$48.23
	CA\$6.00

[Visit the trip page](#) for more information, including invoices (where available)

Download PDF

Download link expires 1/2/19

SERVICE
10135 31 AVE NW
EDMONTON AB

*Niblett
Dec 3.
Taxi fare from
Edmonton airport to
Mayfair*

DATE 2018/12/03
TIME 5916 10:45:42
INVOICE #
RECEIPT NUMBER

PURCHASE
AMOUNT \$5
TAX \$
TOTAL

\$60.00

APPROVED

01-0

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

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EDMTAXI.COM
GST 100403070