

Expense Disclosure Reporting Form

Name: Erna Ference, Board Member

For the Period:

May-17

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 May 15-16, 2017	Edmonton	To attend Finance committee meeting, Board of Directors' retreat and board meeting.	\$241.76	\$189.55	\$168.41	\$17.00		\$616.72
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
Travel Related								\$616.72

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: \$616.72

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
Erna Ference	Travel Meal Allowance	5/23/2017	01. 05/15/2017 at 08:00 AM to 05/16/2017 at 04:30 PM - Edmonton ~ to attend committee meeting Board Retreat and Board of Directors meeting.	5/15/2017	5/16/2017	5/15/2017	Meals - breakfast (May 15), other meals provided.	\$17.00	1
Erna Ference	Mileage	5/23/2017	01. 05/15/2017 at 08:00 AM to 05/16/2017 at 04:30 PM - Edmonton ~ to attend committee meeting Board Retreat and Board of Directors meeting.	5/15/2017	5/16/2017	5/15/2017	Mileage (90 km) Black Diamond to Calgary airport - WCB pays o/w	\$45.90	1

Ference Trip #1

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference:

Name: Ms Erna Ference
E-mail:
Payment:

Customer Care
Air Canada Reservations
 1-888-247-2262

Air Canada Flight Information
 1-888-422-7533
International Reservations

Alert me of flight changes
Flight notification

Actual
Flight Itinerary *which includes other business.*

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC8134	Calgary (YYC)	Edmonton International (YEG)	DH4	Economy (L)	Confirmed
<i>Operated by:</i>	Mon 15-May 2017	Mon 15-May 2017			
<i>Air Canada Express-Jazz</i>	08:00	08:50			
AC8151	Edmonton International (YEG)	Calgary (YYC)	DH4	Economy (G)	Confirmed
<i>Operated by:</i>	Tue 16-May 2017	Tue 16-May 2017			
<i>Air Canada Express-Jazz</i>	15:35	16:27			
<i>Seat number(s) requested:</i>					
AC352	Calgary (YYC)	Ottawa (YOW)	E90	Economy (G)	Confirmed
	Tue 16-May 2017	Wed 17-May 2017			
	19:10	01:01			
<i>Seat number(s) requested:</i>					

Review Flight Details

Ference
Trip #1
Fare charged for
Calgary Edmonton rt.

Depart

Economy Tango ⓘ **\$126** < Change

Monday 19 Jun, 2017	08:00 Calgary Calgary Intl. (YYC), Canada	08:50 Edmonton Edmonton Intl. (YEG), Canada	 AC8134 0hr50 Economy (A) Operated by Air Canada Express - jazz
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Return

Economy Tango ⓘ **\$117** < Change

Tuesday 20 Jun, 2017	17:05 Edmonton Edmonton Intl. (YEG), Canada	17:57 Calgary Calgary Intl. (YYC), Canada	 AC8169 0hr52 Economy (A) Operated by Air Canada Express - jazz
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Fare Summary

- ✓ Best price guarantee
 - ✓ Cancel within 24 hours of purchase without penalty.
- See fare details: **1 adult**
- ✶ Air Transportation Charges **156.00**

This itinerary has been saved.

Taxes, Fees and Charges 85.76

GRAND TOTAL - Canadian dollars () **\$24176**

*Fare for Calgary to
Edmonton return.*

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC353	Ottawa (YOW)	Calgary (YYC)	E90	Economy (G)	Confirmed
	Wed 17-May 2017 16:05	Wed 17 May 2017 18:29			

Seat number(s) requested:

Passenger Information

Passenger: 1 Ms Erna Ference

Ticket number:

Frequent Flyer Pgm:

Program number:

Purchase Summary

Passenger: 1 Ticket number

Date of issue

Fare Amount in Canadian dollars:

(including navigational & other charges)

Taxes, Fees & Charges

27 Apr 2017

826.00

*for Calgary
Edmonton r/t.* ← **241.76**

Total Fare in :

No Additional
collect on

Options

Prepaid Onboard Café Voucher in Canadian dollars	
Canada Goods and Services Tax (GST/HST # 10009-2287 RT0001) (XG)	7.55
Prepaid Onboard Café Voucher in Canadian dollars	0.40
Canada Harmonized Sales Tax (GST/HST # 10009-2287 RT0001) (RC)	6.92
	1.03

Ticket particulars:

CAD768 00 NONREF - AC
ONLYF/NONREF/CHGE FEE -BG:AC

*Fare calculation:

Fare Rules Summary

France Trip #1

May 17 2017 06:50 PM

TRANSACTION RECORD

Card Number :
 Account :
 Trans Type : PURCHASE
 Amount : \$40.79
 Date : May17/17
 Time : 18:50:07
 Reference# :

001952 Approved

-- IMPORTANT --
 Retain This Copy For Your Records

*** Customer Copy ***

Park & Jet
 Calgary

Transaction No. 106077
 Ticket No. 293520

[Lane - 3]

In: 6:33 am May15/17
 Out: 6:49 pm May17/17

*Parking at
 Calgary airport
 charged
 27.20
 May15/16.*

1 Amount Charged \$38.85

GST \$1.94

BALANCE DUE \$40.79
 CREDIT CARD \$40.79

GST Number: 827463571RT0001

411 Airport Road
 Edmonton AB T9E0U5

ESSO EXPRESS PAY

ROCKY MOUNTAIN ESSO
 00303401
 411 AIRPORT ROAD
 EDMONTON INTERNATIONAL
 URN:R879098507
 05/16/2017 514266630
 02:56:23 PM

*Gas
 for car
 rental.*

PUMP# 3
 EREG 7.333L
 PRICE/L \$0.989
 FUEL TOTAL \$ 7.25

GST in Fuel \$ 0.05
 CREDIT \$ 7.25

TYPE: PURCHASE

\$7.25

LOYALTY: NO
 IMPORTANT - retain this copy for your records

Thank You

Other Transportation Total - \$189.55

Gas	\$7.25
Airport Parking	\$27.20
Car Rental	\$109.20
Mileage	\$45.90

reference Trip #1

Car rental in Edmonton May 15-16

Dollar Thrifty Automotive Group Canada Inc.
Edmonton International Airport
Nisku, AB T9E0V3 (877) 283-0898

Renting Emp soakley

Tour: HST R106533326 Res # H2844355656

Customer Information		Rental Expiry Information	Rental Agreement #																																																									
ERNA FERENCE	BC # Renter # CD	RA Out 05/15/2017 8 47 RA Due 05/16/2017 17 00																																																										
	ab 11/24/2018	Vehicle Information	Rate/Free Km Information																																																									
NO ADDITIONAL DRIVERS		Veh # 08890-2054765 Lic # Stall 2016 TOY COROLLA LE Fuel Out 8/8 Odom Out 26 579	<table border="1"> <thead> <tr> <th colspan="2"></th> <th colspan="2">Estimated Charges</th> </tr> </thead> <tbody> <tr> <td>Regular Overtime Hour</td> <td>13 30</td> <td>hour</td> <td>.00</td> </tr> <tr> <td>Regular Daily</td> <td>2 @ 38 00</td> <td>day</td> <td>76 00</td> </tr> <tr> <td>Net T&M</td> <td></td> <td></td> <td>76 00</td> </tr> <tr> <td>Energy Recovery Fee</td> <td>1 @ 88</td> <td>unit</td> <td>88</td> </tr> <tr> <td>Veh Lic Fee and Air Tax Re</td> <td>2 @ 1 78</td> <td>day</td> <td>3 58</td> </tr> <tr> <td>Premium Location Charge</td> <td>15 610</td> <td>%</td> <td>12 56</td> </tr> <tr> <td>Customer Facility Charge</td> <td>2 @ 5 50</td> <td>day</td> <td>11 00</td> </tr> <tr> <td>Goods and Services Tax YEG</td> <td>5 000</td> <td>%</td> <td>5 20</td> </tr> <tr> <td>ReFuel Charge YEG (per Lt)</td> <td>3 43</td> <td></td> <td></td> </tr> <tr> <td>Subtotal of Other Charges</td> <td></td> <td></td> <td>33 20</td> </tr> <tr> <td>Estimated Charges</td> <td></td> <td></td> <td>109 20</td> </tr> <tr> <td>Total Deposits/Payments</td> <td></td> <td></td> <td>00</td> </tr> <tr> <td colspan="3">GRAND TOTAL:</td> <td>109 20</td> </tr> </tbody> </table>				Estimated Charges		Regular Overtime Hour	13 30	hour	.00	Regular Daily	2 @ 38 00	day	76 00	Net T&M			76 00	Energy Recovery Fee	1 @ 88	unit	88	Veh Lic Fee and Air Tax Re	2 @ 1 78	day	3 58	Premium Location Charge	15 610	%	12 56	Customer Facility Charge	2 @ 5 50	day	11 00	Goods and Services Tax YEG	5 000	%	5 20	ReFuel Charge YEG (per Lt)	3 43			Subtotal of Other Charges			33 20	Estimated Charges			109 20	Total Deposits/Payments			00	GRAND TOTAL:			109 20
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ONLY AUTHORIZED RENTERS MAY DRIVE THE CAR		I have declined Prepaid Fuel																																																										
PO#																																																												
Local Contact ONLY DRIVER	(403) 669-8831																																																											
Optional Coverages		Deposit/Auth Information																																																										
I have declined Loss Damage Waiver Responsibility Limit FULL VALUE																																																												
I have declined Deductible Waiver																																																												
I have declined PAI/PEC * N/A in Alberta or Quebec																																																												
I have declined Premium Emergency Roadside Service																																																												

By Your initials above, You accept and purchase Loss Damage Waiver (LDW) at the rate per day or part thereof. Your financial responsibility will be reduced to an amount equal to the "responsibility limit" per occurrence as set out herein. LDW IS NOT INSURANCE. You agree that even if You accept and purchase LDW You are responsible and agree to pay for all damage caused by insufficient clearance (height or width), or by a riot, strike or civil disturbance, and you are responsible for all box damage on a truck. See Section 5 in the rental agreement. En apposant vos initiales ci-dessus, vous acceptez l'exonération des dommages matériels (EDM) moyennant le tarif par jour ou partie de journée. Votre responsabilité financière sera réduite à un montant correspondant à la « limite de la responsabilité » par sinistre qui y est indiquée. L'EDM NE CONSTITUE PAS DE L'ASSURANCE. Vous convenez du fait que si vous acceptez l'EDM, vous êtes responsable et consentez à payer tout dommage attribuable à un manque d'espace libre (hauteur ou largeur libre) ou encore attribuable à une émeute, à une grève ou à des troubles publics, et du fait que vous êtes responsable de tout dommage que subit la caisse d'un camion. Se référer au paragraphe 5 du contrat de location.

IMPORTANT

- By signing below, You acknowledge that
- a) You have read and agree to the terms and conditions, both printed and written, that appear here and on the separate rental agreement jacket (collectively the "Agreement") which is incorporated herein, and
 - b) All information provided by You to us is true
- En apposant votre signature ci-dessous, vous reconnaissez ce qui suit:
- c) vous avez lu les modalités, imprimées et écrites sur le présent document et sur le contrat de location distinct (collectivement nommé le « contrat ») et, et vous y consentez, et
 - d) tous les renseignements que vous nous avez fournis sont vrais

THE UNDERSIGNED LESSEE OR THE SIGNATORY TO THIS RENTAL AGREEMENT CERTIFIES THAT HE OR SHE HOLDS A VALID DRIVER'S LICENSE FOR THE OPERATION OF THE VEHICLE(S) REFERRED TO IN THE AGREEMENT, AND AGREES TO ENSURE THAT ANY PERSON WHO OPERATES THE VEHICLE HOLDS A VALID DRIVER'S LICENSE OF THE PROPER CLASS.

LE LOCATAIRE SOUSSIGNÉ OU LE SIGNATAIRE DU PRÉSENT CONTRAT DE LOCATION CERTIFIE QU'IL EST TITULAIRE D'UN PERMIS DE CONDUIRE VALIDE POUR LA CLASSE APPROPRIÉE POUR LA CONDUITE DU OU DES VÉHICULES DÉCRITS AU CONTRAT ET IL S'ENGAGE À S'ASSURER QUE TOUTE PERSONNE APPELÉE À CONDUIRE CE OU CES VÉHICULES EST ELLE-MÊME TITULAIRE D'UN PERMIS DE CONDUIRE VALIDE DE LA CLASSE APPROPRIÉE.

Renter Signature / Signature du locataire

Additional Authorized Renter / Signature du locataire additionnel



Ference Trip # 1

Ms. Erna Ference

*

Room Number: 0610
Arrival Date: 05-15-17
Departure Date: 05-16-17
Page No: 1 of 1

INFORMATION INVOICE

05-16-17

Date	Description	Charges	Credits
05-15-17	Room Revenue	150.00	
05-15-17	Destination Marketing Fee - 3%	4.50	
05-15-17	Tourism Levy - 4%	6.18	
05-15-17	Room GST - 5%	7.73	
05-16-17			168.41
Total		168.41	168.41
Balance		0.00	

Signature: _____

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0008