

## Expense Disclosure Reporting Form

**Name:** Ron Helmhold, Chief Financial Officer

**For the Period:**

Sep-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 Sept. 13, 2017	Airdrie	To attend Industry Task Force (ITF) meeting		\$245.82				\$245.82
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
<b>Travel Related</b>								<b>\$245.82</b>

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
<b>Non-Travel Related</b>		<b>\$0.00</b>

Notes

<b>Total claimed for reporting period:</b>	<b>\$245.82</b>
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**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
Helmhold	Mileage	9/13/2017	Mileage from Edmonton to Airdrie & return	Sept 13/17	Sept 13/17	Sept 18/2017	ITF Mtg - Edmonton/Airdrie/Edmonton	\$245.82	1