

Expense Disclosure Reporting Form

Name: Erna Ference, Board Member

For the Period:

Sep-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	10-Sep-18	Edmonton	To attend Board of Directors meeting	\$361.46	\$167.49		\$11.00	\$539.95
2	12-Sep-18	Airdrie	To attend Industry Task Force (ITF) meeting		\$53.55			\$53.55
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								\$593.50

[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: \$593.50

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	9/19/2018	01. 09/10/2018 at 07:00 AM to 09/10/2018 at 06:00 PM - Edmonton ~ to attend Board of Directors' meeting.	9/10/2018	9/10/2018	9/10/2018	Meals - Breakfast (Sep 10)	\$11.00	1
Erna Ference	Mileage	9/19/2018	01. 09/10/2018 at 07:00 AM to 09/10/2018 at 06:00 PM - Edmonton ~ to attend Board of Directors' meeting.	9/10/2018	9/10/2018	9/10/2018	Mileage (180km) Black Diamond to YYC r/t	\$91.80	1
Erna Ference	Mileage	9/19/2018	Mileage (105 km) Black Diamond to Airdrie r/t to attend ITF meeting.	9/12/2018	9/12/2018	9/12/2018	Mileage (105 km) Black Diamond to Airdrie r/t to attend ITF meeting.	\$53.55	2

Erna Ference
Trip #1
Non travel trip #1

From: Air Canada confirmation@aircanada.ca
Subject: Air Canada - 10 Sep: Calgary - Edmonton (Booking Reference)
Date: Aug 26, 2018 at 7:59:51 AM
To:



Booking Confirmation

Booking Reference:

Date of issue: 25 Aug, 2018



Select Seats



Check in



Manage my booking



Sign up for flight notifications

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

IMPORTANT: Your official Itinerary/Receipt is attached to this email. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Passengers



Erna M Ference

Ticket Number:

AC8130 -

AC8169 -

Depart

Economy - Standard

Monday
10 Sep, 2018

07:00

Calgary

Calgary Int. (YYC),
Alberta



07:50

Edmonton

Edmonton Int. (YEG),
Alberta



0hr50
Economy G
AC8130

Operated by: Air Canada Express - Jazz | (1)400

Return

Economy - Standard

Monday
10 Sep, 2018

17:05

Edmonton



18:03

Calgary

Airfare itinerary/invoice cont.

Parking @
RECEIPT *Calgary*
GST NO. R122556194 *airport*

Edmonton Int. (YEG) *✓* Calgary Int. (YYC)
 Alberta Alberta

Ohr58
 Economy G
 AC8169 Operated by: Air Canada Express - Jazz | Dash 8-300

TKT NO: 160050806
 EXIT No. A14
 IN: 09/10/18 05:47
 OUT: 09/10/18 16:37
 DURATION: 0 10: 50
 PAID: \$ **15.78**
 (GST INCLUDED)

Purchase summary

Amount paid: \$361.46	1 adult
Full details can be found in your attached itinerary/Receipt	
Air Transportation Charges	270.00
Taxes, fees and charges	91.46
GRAND TOTAL (Canadian dollars)	\$361.46

THANK YOU FOR
 YOUR VISIT



Baggage allowance

Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max size: 23 x 40 x 65 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Calgary (YYC) > Edmonton (YEG)

1st bag	2nd bag	Max weight per bag: 23.0 kg (50.0 lb)
\$ 26.25 CAD	\$ 36.75 CAD	Max. dimensions per bag: 158.0 cm (62.0 in)
Including taxes	Including taxes	

Edmonton (YEG) > Calgary (YYC)

1st bag	2nd bag	Max weight per bag: 23.0 kg (50.0 lb)
\$ 26.25 CAD	\$ 36.75 CAD	Max. dimensions per bag: 158.0 cm (62.0 in)
Including taxes	Including taxes	

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Car rental Sep-10

Dollar Thrifty Automotive Group Canada Inc.

Edmonton International Airport 1000 Airp
 Edmonton, AB T9E0V3
 Phone
 Fax:

Renter: ERNA FERENC
 Rented: 09/10/18 8.04 YEG
 Returned: 09/10/18 14.17 YEG
 Unit#: S138524 Class: ICAR
 Odom Out: 57,040 In: 57,103
 Kilometers Driven 63

--- CHARGES ---
 Regular: Overtime Hour .00
 Regular: Daily 42.00
 Net T&M 42.00

Energy Recovery Fee .88
 Veh Lic Fee and Air Tax Rec 1.78
 Premium Location Charge - Y 6.97
 Customer Facility Charge 5.50
 Goods and Services Tax YEG **2.86**
 Subtotal of Other Charges 17.99

Total Charges **59.99**

Payment 59.99
 Total Deposits/Payments 59.99

Net Due 0.00

How was your experience?
 We'd like your feedback.

a. Visit thriftyrentalsurvey.com
 b. Enter Access Code: 0880316

We value your opinion and
 Look forward to your feedback.

Other transportation:

Parking @ YYC: \$15.70
Car rental: 59.99
Mileage YYC-Black Diamond: 91.80
167.49