

### Expense Disclosure Reporting Form

Name: **Roxy Shulha-McKay, VP, Employee & Corporate Services**

For the Period:

**April 2013**

**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	16-Apr-13	Orlando, Florida	HCI Human Capital Summit (4/7/13 - 4/11/13)	\$177.07	\$972.80	\$217.00		\$1,366.87
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>\$1,366.87</b>

Notes

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

Dates	Purpose	Expense Category	Total
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
<b>Non-Travel Related</b>			<b>\$0.00</b>

Notes

**Total claimed for reporting period: \$1,366.87**

Entry: Sunday 21 April 2013, 06:00 Exit: Thursday 25 April 2013, 14:00 [\[Change\]](#)

Car park	Online Price ▲	Transfer Time	Book
<b>you</b> Jetset Youpark	\$ 45.13	<b>Shuttle Bus</b> 10-15 min.	<b>book</b> <a href="#">Info &amp; Map</a>
<b>we</b> Jetset Wepark	\$ 52.25	<b>Valet</b> 5-10 min.	<b>book</b> <a href="#">Info &amp; Map</a>

[Frequently asked questions](#)

*\$45<sup>13</sup> for time of conference*

# WALT DISNEY WORLD SWAN AND DOLPHIN

*Taxi fares  
in lieu  
of  
car  
rental*



## Transportation

[FAQ Home](#)

### 1. Does the Walt Disney World Swan and Dolphin provide transportation to Disney attractions?

Yes, **Walt Disney World** provides complimentary, scheduled transportation from the **Walt Disney World Swan and Dolphin** throughout the **Walt Disney World® Resort**.

### 2. What are the times of departure to and from the Walt Disney World® Theme Parks for the Walt Disney World Swan and Dolphin?

#### To Parks:

Buses depart from the front entrance of the Swan wing and the Dolphin wing to the **Magic Kingdom® Park**, **Disney's Animal Kingdom®** Theme Park and all other venues every 15-20 minutes.

Water taxis take our guests to **Disney's BoardWalk**, the **Disney's Hollywood Studios™** and **Epcot®** every 15-20 minutes, starting 1 hour before the parks open\*. You will be able to board the water taxi from the boat dock located by the covered walkway between the Swan and Dolphin wings.

#### From Parks:

The same schedule applies to the return routes from the parks to the **Walt Disney World Swan and Dolphin**. You should inquire inside the park you are visiting where the transportation you will be using is located.

\*Park hours do change. Please check with one of our Disney Desks (located in the lobbies of both the Swan and Dolphin wings) for the operating hours of the park you are visiting.

Buses continue to run one hour after parks close.

### 3. What are the charges for transportation to locations other than the Disney attractions?

As well as the complimentary transportation to the **Walt Disney World®** Theme Parks, a complimentary bus to the **Downtown Disney®** area, **Pleasure Island**, and **Downtown Disney®** Marketplace departs every 15-20 minutes from the front entrances of the Swan wing and the Dolphin wing.

If you and your party prefer a private car, transportation to the **Downtown Disney®** area, **Pleasure Island**, **Downtown Disney®** West Side and **Downtown Disney®** Marketplace can be provided for a fee. Prices are listed below\*:

#### One-Way Fees\*:

Mears Sedan
8-Passenger Van
Mears Limousine (includes 15% gratuity)

#### Approximately

\$19.00 one-way
\$19.00 one-way
\$189.75 one-way

#### Hourly Fees\*:

Town Car/Sedan
Exclusive Van/SUV
Motor Coach
Limousine

#### Approximately

\$45.00 per hour
\$60.00 per hour
\$97.00 per hour
\$93.00 per hour

#### Minimum Time

3 hour minimum
3 hour minimum
5 hour minimum
4 hour minimum

\*All prices are approximate and subject to change.

Reservations are required.

### 4. Is there transportation to/from the airport to the Walt Disney World Swan and Dolphin? Is there a fee?

Yes, there is transportation to/from the Orlando International Airport. The fees are listed below\*.

#### From airport to hotel (one-way fee\*):

Approximately

Sedan (up to 4 people)	\$82.00
SUV (up to 5 people) or VAN (up to 8 people)	\$97.00
Taxi Service	\$70.00
Limousine (up to 8 people - includes 15% gratuity)	\$219.75

**From hotel to airport (one-way fee\*):**

**Approximately**

Sedan (up to 4 people)	\$67.00
SUV (up to 5 people) or VAN (up to 8 people)	\$67.00
Taxi Service	\$60.00
Limousine (up to 8 people - includes 15% gratuity)	\$189.75

**Note:** While our limousines hold 8 passengers, large amounts of luggage may require an additional vehicle.

**Mears Transportation - Shuttle Services to/from Orlando International Airport:**

	<b><u>Approximately</u></b>	<b><u>Approximately</u></b>
Per Adult	\$21.00 (one-way)	\$34.00 (round trip)
Per Child (ages 4-11)	\$17.00 (one-way)	\$27.00 (round trip)

\*All prices are approximate and subject to change.

Mears is the preferred service provider for transportation for the **Walt Disney World Swan and Dolphin**. To make your transportation reservations, [click here](#).

**5. Is there a fee for parking at the Walt Disney World Swan and Dolphin?**

Yes. The daily fees for parking are listed below and subject to change.

	<b>Self Parking Fees</b>	<b>Valet Parking Fees</b>
<b>Non-Registered Guest*</b>	\$15.00 for each exit	\$20.00 for each exit
<b>Registered Guest **</b>	\$15.00 + tax per day	\$20.00 + tax per day

\*A non-registered guest is a guest who is visiting the hotel to use the facilities and services, but is not staying over night.

\*\*A registered guest has a room reservation to spend one or more nights at the hotel.

**Transportation Feedback Form**

If you have a question that was not answered in our Website or on this Reservations FAQ page, please feel free to write us. This feedback form will be routed directly to our reservations department. We try to respond to all inquiries within 72 hours. We hope this on-line feedback feature better serves your travel needs.

If you do not hear from us within 72 hours of sending this request, please call 407-934-4000. Emails can be blocked at times due to email spam filtering, and we want to assist you in a timely manner.

**A. Please check one:**

- Please reply to the e-mail address provided below
- This is a general comment, there is no need to reply to this message

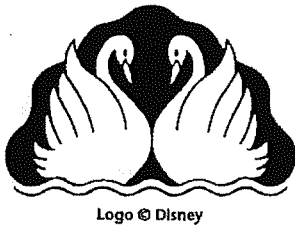
**B. Your e-mail address (we must have this in order to respond):**

*All information provided is kept confidential*

**C. Please check one:**

- 1. I will be vacationing at the hotel in the near future
- 2. I will be attending a conference at the hotel in the near future

EQ = 130  
 ↳ claimed taxi  
 fare in lieu  
 of car rental,  
 ⇒ \$131.94  
 with  
 exchange

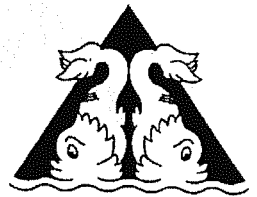


Logo © Disney

# WALT DISNEY WORLD SWAN AND DOLPHIN RESORT

1500 EPCOT Resorts Blvd  
Lake Buena Vista, FL 32830

Tel: 407-934-4000 Fax: 407-934-4884



Logo © Disney

## GUEST FOLIO

GUEST

Roxy Shulhamckay

ROOM  
RATE 8016  
NO. PERS. 199.00  
FOLIO 2  
PAGE 5617245 EX-A  
ARRIVE 1  
DEPART 07-APR-13 14:40  
PAYMENT 11-APR-13

AGENT  
PROGRAM

HCT DATE	REFERENCE	DESCRIPTION	DEBIT CREDIT
	DEPOSIT	Deposit Applied	280.13-
07-APR-13	RT8016	Room Chrg Grp Corporate	199.00
07-APR-13	RT8016	Room Tax	12.94
07-APR-13	RT8016	Resort Tax	11.94
07-APR-13	RT8016	Resort Service Package	14.00
07-APR-13	RT8016	Resort Service Package - Tax	0.91
07-APR-13	RT8016	Resort Tax - Resort Svc Pkg	0.84
08-APR-13	RT8016	Room Chrg Grp Corporate	199.00
08-APR-13	RT8016	Room Tax	12.94
08-APR-13	RT8016	Resort Tax	11.94
08-APR-13	RT8016	Resort Service Package	14.00
08-APR-13	RT8016	Resort Service Package - Tax	0.91
08-APR-13	RT8016	Resort Tax - Resort Svc Pkg	0.84
<i>23963</i> }			
09-APR-13	RT8016	Room Chrg Grp Corporate	199.00
09-APR-13	RT8016	Room Tax	12.94
09-APR-13	RT8016	Resort Tax	11.94
09-APR-13	RT8016	Resort Service Package	14.00
09-APR-13	RT8016	Resort Service Package - Tax	0.91
09-APR-13	RT8016	Resort Tax - Resort Svc Pkg	0.84
10-APR-13	RT8016	Room Chrg Grp Corporate	199.00
10-APR-13	RT8016	Room Tax	12.94
10-APR-13	RT8016	Resort Tax	11.94
10-APR-13	RT8016	Resort Service Package	14.00
10-APR-13	RT8016	Resort Service Package - Tax	0.91
10-APR-13	RT8016	Resort Tax - Resort Svc Pkg	0.84

\*\* continued on the next page \*\*

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

SIGNATURE

File note:  $23963 \times 4 \text{ nights} = 95852 + 14^{28} \text{ us exchange} = 97280$

Roxy Shulhamckay

FOLIO: 5617245 07-APR-13

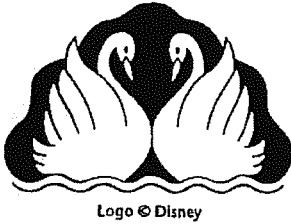
ROOM  
8016

DEPART

AGENT

WDW Dolphin

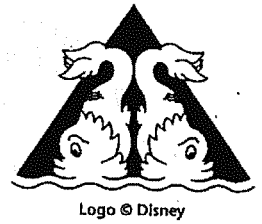
Tel: 407-934-4000



# WALT DISNEY WORLD SWAN AND DOLPHIN RESORT

1500 EPCOT Resorts Blvd  
Lake Buena Vista, FL 32830

Tel: 407-934-4000 Fax: 407-934-4884



## GUEST FOLIO

<b>GUEST</b>	Roxy Shulhamckay		<b>ROOM</b>	8016			
			<b>RATE</b>	199.00			
			<b>NO. PERS.</b>	2			
			<b>FOLIO</b>	2			
	37		<b>PAGE</b>	5617245	EX-A		
			<b>ARRIVE</b>	2			
			<b>DEPART</b>	07-APR-13	14:40		
			<b>PAYMENT</b>	11-APR-13			

HCT DATE	REFERENCE	DESCRIPTION	DEBIT CREDIT
11-APR-13	VM	Visa// Mastercard // Diners	726.33-
		Balance Due	0.00

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

**EXPENSE REPORT SUMMARY**

Date	Room / Tax	Food / Bev	Telephone	Parking	Other	Total	Payment
07-APR-13	223.88	0.00	0.00	0.00	15.75	239.63	280.13-
08-APR-13	223.88	0.00	0.00	15.98	15.75	255.61	0.00
09-APR-13	223.88	0.00	0.00	15.98	15.75	255.61	0.00
10-APR-13	223.88	0.00	0.00	15.98	15.75	255.61	0.00
<b>Total</b>	<b>895.52</b>	<b>0.00</b>	<b>0.00</b>	<b>47.94</b>	<b>63.00</b>	<b>1006.46</b>	<b>280.13-</b>

Thank you for choosing Starwood Hotels. Should you have questions regarding the bill, please email [accounting@swandolphin.com](mailto:accounting@swandolphin.com)

I agree to remain personally liable for the payment of this account if the corporation or other third party billed fails to pay part or all of these charges.

SIGNATURE

As a Starwood Preferred Guest you have earned at least 1788 Starpoints for this visit A80148585257

Roxy Shulhamckay	ROOM	DEPART	AGENT	
FOLIO: 5617245 07-APR-13	8016			WDW Dolphin Tel: 407-934-4000

**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
Roxy Shulha-McKay	Meals	4/16/2013	HCI Conference in Orlando, Florida	4/7/2013	4/11/2013	4/16/2013	Meal Allowance	\$217.00	1