

Expense Disclosure Reporting Form

Name: Pieter Lambooy, VP Operations

For the Period:

Apr-16

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	11-Apr-16	Calgary AB	Employer visit and meeting in Calgary office	\$354.66	\$66.56	\$149.11	\$37.00	\$607.33
2	13-Apr-16	Calgary AB	Case Manager Professional Enrichment Seminar		\$292.04		\$30.00	\$322.04
3	29-Apr-16	Calgary AB	*Alberta Health Services Mental Health Advisory Committee			\$173.31		\$173.31
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
Travel Related								\$1,102.68

Notes: *Mileage and meal allowance were expensed the following month and will be disclosed in May.

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: \$1,102.68

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
Pieter Lambooy	Meal Allowance	4/14/2016	Employer visit and meeting in Calgary office Case Manager Professional	4/11/2016	4/11/2016	4/14/2016	per diem + Lunch & Dinner per diem + Breakfast and	\$37.00	1
Pieter Lambooy	Meal Allowance	4/14/2016	Enrichment seminar Case Manager Professional	4/12/2016	4/12/2016	4/14/2016	lunch drive to/from Calgary to	\$30.00	2
Pieter Lambooy	Mileage	4/14/2016	Enrichment seminar	4/12/2016	4/12/2016	4/14/2016	Edm	\$292.04	2

eTicket Receipt

Prepared For
LAMBOOY/PIETER MR

RESERVATION CODE	
ISSUE DATE	01Apr16
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
11Apr	WESTJET WS 238	EDMONTON INTL AB, CANADA Time 6.25am	CALGARY INTL AB, CANADA Time 7.16am	Seat Number 06C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis MA10 Not Valid Before 11APR Not Valid After 11APR
11Apr	WESTJET WS 3291	CALGARY INTL AB, CANADA Time 7.00pm	EDMONTON INTL AB, CANADA Time 7.52pm	Seat Number 06C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis MA10 Not Valid Before 11APR Not Valid After 11APR

Allowances

Baggage Allowance

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 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 CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

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

Carry On Charges

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

*Expense
claim for
D-11 - City of
Calg. visit.*

Payment/Fare Details

Form of Payment	CREDIT CARD -
Fare Calculation Line	YEA WS YYC115.00WS YEA115.00CAD230.00END
Fare	CAD 230.00
Taxes/Fees/Carrier-Imposed Charges	CAD 14.25 CA1 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 16.41 XG (GOODS AND SERVICES TAX (GST))
	CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
Total Fare	CAD 344.66

Other Charges

(YEG-YYC / QTY 1, YYC-YEG / QTY 1)	CAD 10.00
Form of Payment	CREDIT CARD -
Total	CAD 10.00
Total Fare and Other Charges	CAD 354.66

Positive identification required for airport check in

Notice:

Travel info

QST # 1202807956TQ0001 GST # 866112535

For details about flying with Westjet, print [the important flight information package](#) or browse our travel info:

- [Baggage fees](#) (\$25-\$118 per bag; additional \$75-\$88.50 per bag for overweight or oversize)
- [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
- [Children, infants and expectant mothers](#)
- [Fares, taxes and fees](#) (Changes and cancellations, baggage, service fees)
- [Guests with special needs](#)
- [ID requirements](#)
- [Inflight services](#) (Inflight entertainment and buy-on-board menu)
- [Seat selection](#) (Seat maps, seats in Plus)

At Westjet, getting you to your destination safely and on time are top priorities for us. To help ensure an on-time departure, we adhere to our [check-in and baggage cut-off times](#). Please make sure you're familiar with these rules, and give yourself enough time to get through security and arrive at your departure gate on time or we will deny boarding.



Hampton Inn & Suites by Hilton - Calgary Airport
 2420 37th Avenue NE • Calgary, AB T2E 8S6
 Phone (403) 250-4667 • Fax (403) 250-5788

LAMBOUY, PIETER

name
address

room number: **1237KXTE**
 arrival date: **4/12/2016** 10:01:00 PM
 departure date: **4/13/2016**

adult/child: 1/0
 room rate: 136.80

Rate Plan:
 HH #
 AL:
 Car:

If the debit/credit card you are using for check-in is attached to a bank or checking account, a hold will be placed on the account for the full anticipated dollar amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such funds will not be released for 72 business hours from the date of check-out or longer at the discretion of your financial institution.

Confirmation Number:

4/13/2016

GST# 12265 7836 RT001

Rates subject to applicable sales, occupancy, or other taxes. Please do not leave any money or items of value unattended in your room. A safety deposit box is available for you in the lobby. I agree that my liability for this bill 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. I have accepted delivery of the National Post. If refused, a \$1.00 (Mon-Fri) & \$2.00 (Sat) credit will be applied to my account. In the event of an emergency, I, or someone in my party, require special evacuation assistance due to a physical disability. Please indicate yes by checking here:

signature:

date	reference	description	amount
4/12/2016	1300570	GUEST ROOM	\$136.80
4/12/2016	1300570	GST - ROOM TAX	\$6.84
4/12/2016	1300570	AB TOURISM LEVY	\$5.47
4/13/2016	1300644	**BALANCE**	(\$149.11)
			\$0.00

Hampton hotels are all over the world. Find us in Canada, Costa Rica, Ecuador, Germany, India, Mexico, Poland, Turkey, United Kingdom, and United States of America. Coming soon in Italy and Romania.

Total Invoice Amount \$136.80 \$12.31

*CMPER
PCard*

for reservations call 1.800 hampton or visit us online at hampton.com

thanks.

account no.	date of charge	folio/check no.
card member name	authorization	initial
establishment no. and location HAMPTON INN & SUITES CALGARY-AIRPORT	purchases & services	
	taxes	
	tips & misc.	
signature of card member X	total amount	-149.11

PRINT

Dollar Thrifty Automotive Group Canada Inc

2000 Airport RD NE GST R106S33326
Calgary, AB T2E6M5
Phone: (403) 221-1961
Fax: (403) 291-4125

RA#: 974558620
Renter:

Rented: 04/11/16 7.28 YYC
Returned: 04/11/16 15.13 YYC
Unit#: L720871 Class: FCAR
Odom Out: 20,904 In: 20,970
Kilometers Driven 66

--- CHARGES ---
Hourly .00
Daily 26.39
Net T&M 26.39

Veh Lic Fee and Air Tax Rec 1.78
Energy Recovery Fee .88
Premium Location Charge - Y 4.53
Customer Facility Charge 6.00
Goods and Services Tax YYC 1.98
Subtotal of Other Charges 15.17

Total Charges 41.56

Payment 41.56
Total Deposits/Payments 41.56

Net Due 0.00

Please share your feedback.
Visit www.dtgrentalsurvey.ca

Enter Access Code: YYC
Complete a brief survey
about your rental experience.

*Meeting with
City of Cal
Reard*

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax CodeCA5%

Exit Lane 11/04/16 19:17
Receipt 015562

Short-term parking tkt
DL - No: 002588
11/04/16 05:07
12/04/16 05:06
Period 1d0h0'
(Tax) \$25.00

Total \$25.00

Payment Received \$25.00
MC

Sub Total \$23.11
Tax 5% \$1.49

Reard



Hampton Inn & Suites by Hilton - Calgary University N.W.

2231 Banff Trail NW • Calgary, AB T2M 4L2
Phone (403) 289-9800 • Fax (403) 289-9200
www.hamptoncalgary.com

LAMBOUY, PIETER
name address

room number: 209/SXBL
arrival date: 4/28/2016 3:44:00 PM
departure date: 4/29/2016
adult/child: 1/0
room rate: 159.00

If the debit/credit card you are using for check-in is attached to a bank or checking account, a hold will be placed on the account for the full anticipated dollar amount to be owed to the hotel, including estimated incidentals, through your date of check-out, and such funds will not be released for 72 business hours from the date of check-out or longer at the discretion of your financial institution.

Confirmation Number:
4/29/2016

Rate Plan:
HH #
AL:
Car:
Rates subject to applicable sales, occupancy, or other taxes. Please do not leave any money or items of value unattended in your room. A safety deposit box is available for you in the lobby. I agree that my liability for this bill 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. I have accepted delivery of the National Post. If refused, a \$1.00 (Mon-Fri) & \$2.00 (Sat) credit will be applied to my account. In the event of an emergency, I, or someone in my party, require special evacuation assistance due to a physical disability. Please indicate yes by checking here:
signature:

date	reference	description	amount
4/28/2016	1129381	GUEST ROOM	\$159.00
4/28/2016	1129381	ROOM TAX	\$6.36
4/28/2016	1129381	GST 129123600 RT 0004	\$7.95
4/29/2016	1129458	**BALANCE**	(\$173.31) \$0.00

Hampton hotels are all over the world. Find us in Canada, Costa Rica, Ecuador, Germany, India, Mexico, Poland, Turkey, United Kingdom, and United States of America. Coming soon in Italy and Romania.

Total Invoice Amount \$159.00 \$14.31

for reservations call 1.800.hampton or visit us online at hampton.com

thanks.

account no.	date of charge 4/29/2016	folio/check no.
card member name LAMBOUY, PIETER	authorization	initial
establishment no. and location establishment agrees to transmit to card holder for payment	purchases & services	
	taxes	
	tips & misc.	
signature of card member X	total amount	-173.31

