

## Expense Disclosure Reporting Form

**Name:** Fred Nowicki, Board Member

**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 12-Apr-16	Edmonton	To attend Finance & Audit Committee meetings	\$761.90	\$120.00		\$34.00		\$915.90
2 Apr 18-19, 2016	Edmonton	To attend Policy Committee meeting	\$610.31	\$136.00	\$155.32	\$53.00		\$954.63
3 Apr 25-26, 2016	Edmonton	To attend Board of Directors' meeting	\$645.04	\$120.00	\$155.32	\$64.00		\$984.36
4 18-Apr-16	Regina	To attend AWCBC Governance Summit					\$800.00	\$800.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00

**Travel Related** **\$3,654.89**

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: \$3,654.89**

**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
Fred Nowicki	Travel Meal Allowance	4/15/2016	01. 04/12/2016 at 06:45 AM to 04/12/2016 at 07:30 PM - Edmonton ~ to attend Finance & Audit Committee meetings.	4/12/2016	4/12/2016	4/12/2016	Meals - breakfast and dinner on Apr 12	\$34.00	1
Fred Nowicki	Travel Meal Allowance	4/26/2016	01. 04/18/2016 at 03:00 PM to 04/19/2016 at 04:00 PM - Edmonton ~ to attend Policy Committee meeting.	4/18/2016	4/19/2016	4/18/2016	Meals - dinner (Apr 18) and breakfast/lunch (Apr 19)	\$53.00	2
Fred Nowicki	Travel Meal Allowance	4/28/2016	01. 04/25/2016 at 04:30 PM to 04/26/2016 at 07:30 PM - Edmonton ~ to attend Board of Directors' meeting.	4/25/2016	4/26/2016	4/25/2016	Meals Apr 25(dinner) and Apr 26(breakfast/dinner)	\$64.00	3

Nowicki  
Trip #1

MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
PARK PLACE SHOPPING CENTER  
UNIT J03, 501 1ST AVENUE SOUTH  
LETHBRIDGE, AB T1J 4L9  
GST Reg#: 885101915  
Branch: N61108  
Agent:  
To: MR FRANCIS FREDRICK NOWICKI

Date: April 14, 2016  
Page: 1/2  
Our Reference:

## CONFIRMATION STATEMENT OF ACCOUNT

### For

MR FRANCIS FREDRICK NOWICKI

### Itinerary

Tuesday, April 12, 2016

#### ✈ Air

INTEGRA AIR Flight: 918 L CLASS  
From: LETHBRIDGE 06:45 AM  
To: EDMONTON INTL AB 08:00 AM  
Stops: 0 Arrival: 12Apr16 Reference:

#### ✈ Air

INTEGRA AIR Flight: 829 L CLASS  
From: EDMONTON INTL AB 06:05 PM  
To: LETHBRIDGE 07:20 PM  
Stops: 0 Arrival: 12Apr16 Reference:

Item	Cost		
	Cost	Tax	
INTEGRA FLIGHT	607.38	117.77	725.15
	(Includes	34.53 GST)	
PROFESSIONAL FEES			35.00
GST ON PROFESSIONAL FEES			1.75
<b>Total Charges:</b>			<b>761.90</b>
<b>Less Previous Payments:</b>			<b>761.90</b>
<b>Balance Due:</b>			<b>0.00</b>

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
ACCEPTED:.....DECLINED:.....  
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA...TOURIST CARD.



Fw: INTEGRA AIR ITIN. For NOWICKI, FRANCIS  
 Fred Nowicki  
 to:

*Nowicki  
 Trip#1  
 Apr. 12, 2016.*

03/29/2016 02:25 PM  
 Hide Details  
 From: "Fred Nowicki"

**From**  
**Sent:** Tuesday, March 29, 2016 2:11 PM  
**To:** mail:  
**Subject:** INTEGRA AIR ITIN. For NOWICKI, FRANCIS

**Passenger Itinerary for NOWICKI, FRANCIS**

**Itinerary**

[www.integraair.com](http://www.integraair.com)

Please print/retain this page for your records. Thank you for choosing Integra Air.

**Customer Care**  
 Toll Free 1-877-213-8359  
 Local 403-381-UFLY (8359)

**Booking Information** - Booking Reference/Locator#  
 - Booked On: 03/29/2016 13:00

Passenger

Name: NOWICKI, FRANCIS

Phone #

Contact

Name: MARLIN TRAVEL LETHBRIDGE

Form of Payment

**Flight Information**

FLIGHT	FROM	TO	DEPART	ARRIVE	STATUS
918	Lethbridge (YQL)	Executive Fit Ctr (YEG)	04/12/2016 06:45	08:00	CONFIRMED
829	Executive Fit Ctr (YEG)	Lethbridge (YQL)	04/12/2016 18:05	19:20	CONFIRMED

**Notes**

**Fare Summary**

Fare	\$607.38
<b>Taxes, Fees and Charges</b>	
Nav Canada Surcharge	\$24.00
Security Fee	\$14.24
Other Charges	\$45.00
Subtotal	<b>\$690.62</b>
GST(100411966RG0001)	\$34.53
<b>Total - CAD</b>	<b>\$725.15</b>
<b>Balance Due</b>	<b>\$0.00</b>

**Terms and Condition**

*TTL with booking fees 761.90  
 TTL GST - 36.28*

Nowinski  
Tip #1

YELLOW CAB  
10135 31 AVENUE NW  
EDMONTON AB T6N-1C2  
780-462-3456

Term Id: 45024124702393  
FLPN #11072

Op Id: 990000  
Card #:

APPROVED  
AMOUNT CAD\$55.00  
TIP CAD\$5.00  
=====  
TOTAL CAD\$60.00

**YELLOW CAB**

780.462.3456

GST# \_\_\_\_\_  
Date: AP 12/16 Amount: 60.00  
Driver: \_\_\_\_\_ Car#: 796  
From: AirPort  
To: 9925-107 St

10135-31 Avenue, Edmonton, AB T6N 1C2



BOOK ON LINE AT EDMTAXI.COM  
THANK YOU FOR BEING OUR GUEST

GST 100403070

\*\*\*CUSTOMER COPY\*\*\*

To: MR FRANCIS FREDRICK NOWICKI

Nowicki  
Trip #2

Date: April 13, 2016

Page: 2/2

Our Reference:

## CONFIRMATION STATEMENT OF ACCOUNT

Tuesday, April 19, 2016

 Air

AIR CANADA	Flight: 7217	W CLASS
From: CALGARY AB	03:20 PM	
To: LETHBRIDGE	04:06 PM	
Stops: 0	Arrival: 19Apr16	Reference:
Seat(s): 3B		

Item	Cost		
	Cost	Tax	
AIR CANADA FLIGHTS	463.00	110.56	573.56
	(Includes	27.31 GST)	
PROFESSIONAL FEES			35.00
GST ON PROFESSIONAL FEES			1.75
<b>Total Charges:</b>			<b>610.31</b>
<b>Less Previous Payments:</b>			<b>610.31</b>
<b>Balance Due:</b>			<b>0.00</b>

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
 ACCEPTED:.....DECLINED:.....  
 DOCUMENTATION REQUIRED: VALID PASSPORT...VISA...TOURIST CARD.  
 ..PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....  
 PLEASE RECONFIRM ALL FLIGHT BETWEEN 48 TO 72 HOURS PRIOR TO  
 DEPARTURE.  
 FOR EMERGENCY AFTER HOURS ASSISTANCE PLEASE CALL OUR TRAVEL  
 CENTRE AT 1 800 267 8891 WITHIN CANADA AND UNITED STATES OR  
 CALL COLLECT 715 346 0834 OUTSIDE OF TOLL FREE AREA.  
 CLIENTS SIGNATURE.....DATE.....  
 CHECK-IN TIMES: 3 HOURS PRIOR FOR INTERNATIONAL TRAVEL  
 2 HOURS PRIOR FOR TRAVEL TO THE U.S.A.  
 90 MINUTES PRIOR FOR TRAVEL WITHIN CANADA  
 YOU MUST RECONFIRM YOUR FLIGHT PRIOR TO DEPARTURES TO AND  
 FROM YOUR DESTINATION BETWEEN 12-24 HOURS PRIOR TO YOUR  
 YOUR FLIGHTS WITH THE AIRLINE OR YOUR TRAVEL AGENT.  
 YOUR PASSPORTS MUST BE IN PERFECT CONDITION AND VALID  
 FOR 6 MONTHS AFTER YOUR RETURN FROM DESTINATION  
 THANK YOU FOR BOOKING WITH MARLIN TRAVEL

TFL GST 27.06

*Nowicki  
Trip #2*

## Booking Information

<p><b>Booking Reference:</b> <input type="text"/></p> <p><b>Electronic Ticketing confirmed. This is your official itinerary/receipt.</b></p> <p><b>Main Contact:</b> Marlin Travel</p>	<p><b>Customer Care</b> Air Canada 1-888-247-2262 <b>Flight Arrivals and Departures</b> 1-888-422-7533</p>
<p><b>Online Services</b></p> <p>Select Seats</p> <p>Maple Leaf Lounge   Meal Vouchers   On My Way</p> <p>Alert me of flight status changes directly to my mobile phone or email.</p> <p>Flight Arrivals &amp; Departures - check online if my flight is on time.</p> <p>Check-in online and print my boarding pass.</p> <p style="text-align: center;">* Can my booking be changed online?</p>	

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7218 <sup>1</sup>	Lethbridge (YQL) Mon 18-Apr 2016 15:00	Calgary (YYC) Mon 18-Apr 2016 15:48	0	2hr25	BEH	Flex, W	
AC8152 <sup>2</sup>	Calgary (YYC) Mon 18-Apr 2016 16:35	Edmonton, Edmonton Int'l (YEG) Mon 18-Apr 2016 17:25	0		DH4	Flex, W	
AC8147 <sup>2</sup>	Edmonton, Edmonton Int'l (YEG) Tue 19-Apr	Calgary (YYC) Tue 19-Apr 2016	0	2hr16	DH4	Flex, W	

*Nowicki  
Trip #2*

AC7217 <sup>1</sup>	2016 13:50 Calgary (YYC) Tue 19-Apr 2016 15:20	14:40 Lethbridge (YQL) Tue 19-Apr 2016 16:06	0	BEH	Flex, W
Operated by:					
<sup>1</sup> Air Canada Express - Air Georgian					
<sup>2</sup> Air Canada Express - Jazz					

### Passenger Information

<b>1: Mr Francis Fredrick Nowicki : Adult (16+), Ticket Numbe</b>		
Air Canada - Aeroplan :	Meal Preference :	None
Payment Card:	Special Needs:	None
Seat Selection:		

### Purchase Summary

Fare Summary	
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	234.00
Return Flight - Flex	229.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	27.31
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	<b>573.56</b>
Number of passengers	x 1
Total with options	<b>573.56</b>
<b>Grand Total - Canadian dollars</b>	<b>\$573.56</b>

*Total with  
booking fees  
610.31*

### Payment Information



Nowicki  
Trip #2

Free Nowicki  
Apr. 18/19

YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT

County of Lethbridge

Airport Parking

GST #106989023

Space #: 35

Transaction #: 9613001

Date: APR/15/16  
Time: 01:58 PM

Paid: \$16.00

Card

Parking Expires At:

APR/20/16  
01:58 PM

Please Retain Ticket.  
Lock your vehicle and  
secure all valuables.

THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT

**YELLOW CAB**

780.462.3456

GST# \_\_\_\_\_

Date: APR 19/16 Amount: 60.00

Driver: \_\_\_\_\_ Car#: 796

From: Matrix Hotel

To: AirPort

10135-31 Avenue, Edmonton, AB T6N 1C7



**YELLOW CAB**

780.462.3456

GST# \_\_\_\_\_

Date: 18/4/16 Amount: 60.00

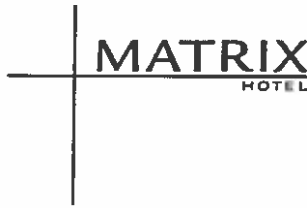
Driver: \_\_\_\_\_ Car#: 796

From: Bobby Airport

To: 780-885-1625

10135-31 Avenue, Edmonton, AB T6N 1C7





Nowicki  
Trip #2

Mr Fred Nowicki

Room Number: 0606  
Arrival Date: 04-18-16  
Departure Date: 04-19-16  
Page No: 1 of 1

Canada

Guest Name:

**INFORMATION INVOICE**

Folio No:

04-19-16

Date	Description	Charges	Credits
04-18-16	Room Revenue	145.00	
04-18-16	Destination Marketing Fee - 3%	4.35	
04-18-16	Tourism Levy - 4%	5.97	
04-19-16			155.32
	<b>Total</b>	<b>155.32</b>	<b>155.32</b>
	<b>Balance</b>	<b>0.00</b>	

**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: #866344302 RT 0001

Nowicki  
Trip #3

MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
PARK PLACE SHOPPING CENTER  
UNIT J03, 501 1ST AVENUE SOUTH  
LETHBRIDGE, AB T1J 4L9  
GST Reg#: 885101915  
Branch: N61108  
Agent:

To: MR FRANCIS FREDRICK NOWICKI

Date: April 13, 2016  
Page: 1/2  
Our Reference:

### CONFIRMATION STATEMENT OF ACCOUNT

**For**  
MR FRANCIS FREDRICK NOWICKI

**Itinerary**

Monday, April 25, 2016

Air

INTEGRA AIR Flight: 928 ECONOMY CLASS  
From: LETHBRIDGE 04:30 PM  
To: EDMONTON INTL AB 05:45 PM  
Stops: 0 Arrival: 25Apr16

Tuesday, April 26, 2016

Air

INTEGRA AIR Flight: 829 ECONOMY CLASS  
From: EDMONTON INTL AB 06:05 PM  
To: LETHBRIDGE 07:20 PM  
Stops: 0 Arrival: 26Apr16

Item	Cost		
	Cost	Tax	
INTEGRA FLIGHT	496.08	112.21	608.29
	(Includes	28.97 GST)	
PROFESSIONAL FEES			35.00
GST ON PROFESSIONAL FEES			1.75
<b>Total Charges:</b>			<b>645.04</b>
<b>Less Previous Payments:</b>			<b>645.04</b>
<b>Balance Due:</b>			<b>0.00</b>

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
ACCEPTED:.....DECLINED:.....



Fw: Your Ticketless Itinerary - Integra Air NOWICKI, FRANCIS  
 Fred Nowicki  
 to:

*Nowicki  
 Trip #3*

04/13/2016 08:41 PM  
 Hide Details  
 From: "Fred Nowicki"  
 hr

**From**  
**Sent:** Wednesday, April 13, 2016 2:55 PM  
**To:** mailto:  
**Subject:** FW: Your Ticketless Itinerary - Integra Air NOWICKI, FRANCIS

**Passenger Itinerary for NOWICKI, FRANCIS**

**Itinerary**

[www.integraair.com](http://www.integraair.com)

Please print/retain this page for your records. Thank you for choosing Integra Air.

**Customer Care**  
 Toll Free 1-877-213-8359  
 Local 403-381-UFLY (8359)

**Booking Information** - Booking Reference/Locator  
 - Booked On: 04/13/2016 13:25

**Passenger**

Name: NOWICKI, FRANCIS

Phone #:

**Contact**

Name: MARLIN TRAVEL LETHBRIDGE

Form of Payment

**Flight Information**

FLIGHT	FROM	TO	DEPART	ARRIVE	STATUS
928	Lethbridge (YQL)	Executive Flt Ctr (YEG)	04/25/2016 16:30	17:45	CONFIRMED
829	Executive Flt Ctr (YEG)	Lethbridge (YQL)	04/26/2016 18:05	19:20	CONFIRMED

**Notes**

**Fare Summary**

Fare	\$496.08
<b>Taxes, Fees and Charges</b>	
Nav Canada Surcharge	\$24.00
Security Fee	\$14.24
Other Charges	\$45.00
Subtotal	<b>\$579.32</b>
GST(100411966RG0001)	\$28.97
<b>Total - CAD</b>	<b>\$608.29</b>
<b>Balance Due</b>	<b>\$0.00</b>

*Total with booking fees  
 645.04*

Nowicki  
Trip # 3

Fred Nowicki

Taxi fares to / from Edmonton airport Apr. 25/26, 2016.

**YELLOW CAB** 780.462.3456


GST# \_\_\_\_\_

Date: APR 26 / 16 Amount: 60.00

Driver: \_\_\_\_\_ Car#: 796

From: MATRIX Hotel

To: Airport

10135-31 Avenue, Edmonton, AB T6N 1C2 

**YELLOW CAB** 780.462.3456  
edmtaxi.com


GST# \_\_\_\_\_

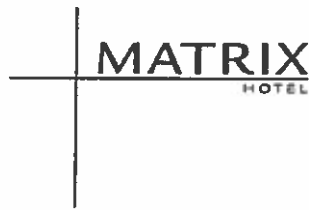
Date: APR 25 / 16 Amount: 60.00

Driver: \_\_\_\_\_ Car#: 796

From: Airport

To: Matrix Hotel

10135-31 Avenue, Edmonton, AB T6N 1C2 



Nowicki Trip # 3.

Mr Fred Nowicki

Room Number: 0404

Arrival Date: 04-25-16

Canada

Departure Date: 04-26-16

Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No:

04-26-16

Date	Description	Charges	Credits
04-25-16	Room Revenue	145.00	
04-25-16	Destination Marketing Fee - 3%	4.35	
04-25-16	Tourism Levy - 4%	5.97	
<b>Total</b>		<b>155.32</b>	<b>0.00</b>
<b>Balance</b>		<b>155.32</b>	

**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. #866344302 RT 0001

*Nowicki  
Trip # 4.*



AWCBC 2016 Governance Summit: Registration Confirmation  
 Fred Nowicki  
 to:  
 04/25/2016 01:38 PM  
[Hide Details](#)

**General Options**

**Name:** Fred Nowicki  
**Email:**  
**Title:** Board member  
**Organization:** WCB-Alberta  
**Address:** 9925-107 Street  
 Edmonton, Alberta T5J 2S5  
**Number of People Registered:** 1  
**Display Name on Attendees Page:** Yes  
**Event Title:** AWCBC 2016 Governance Summit  
**Location:**

Canada  
**Phone:**  
**Date:**  
**Time:**

**Current Registration Details**

**Fred Nowicki**

**Agenda Items**

Registration Item	Cost
Governance Summit Registration	CAD 800.00

**Sessions**

Date and Time	Session	Cost *
	Meredith Cup Golf Tournament Gala Dinner -	CAD 85.00

*Paid by board member*

**Order Summaries**

**Order**

Date	Type	Invoice #	Amt Ordered	Amt Paid	Amt Due
04/18/2016 3:03 PM ET	online order		CAD 885.00	CAD 885.00	CAD 0.00
Total:			CAD 885.00	CAD 885.00	CAD 0.00

**Payment Details**

**Details**

Date	Type	Reference #	Amt Paid
04/18/2016			CAD 885.00

\* - \$85.00 personal expense - WCB  
 = \$800.00 reimbursed