

Expense Disclosure Reporting Form

Name: Ron Helmhold, Chief Financial Officer

For the Period:

Apr-17

Expense Disclosure Reporting Form									
Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals	Seminar / Conference / Registration fees	Total	
1	11-Apr-17	Calgary, AB	To attend Office of the Appeals Advisor (OAA) meeting			\$299.37			\$299.37
2	23-Mar-17	Toronto, ON	To attend the AWCBC CFO annual meeting		\$521.51				\$521.51
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								\$820.88	

[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: \$820.88

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
Ron Helmhold	Mileage	4/13/2017	To attend Office of the Appeals Advisor (OAA) meeting in Calgary	4/11/2017	4/11/2017	4/11/2017	Meeting with OAA staff in Calgary in regards to successful implementation of various projects.	\$299.37	1



eTicket Receipt

Prepared For
HELMHOLD/RONALD J MR [ADT]

RESERVATION CODE	
ISSUE DATE	23Mar17
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SSW
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
16May17 - 17May17	WESTJET WS 442	EDMONTON INTL AB, CANADA Time 6:25pm	TORONTO ON, CANADA Time 12:05am Terminal TERMINAL 3	Fare Family Econo Seat Number 05C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IC21U Not Valid Before 16MAY17 Not Valid After 16MAY17
18May17	WESTJET WS 439	TORONTO ON, CANADA Time 3:30pm Terminal TERMINAL 3	EDMONTON INTL AB, CANADA Time 5:35pm	Fare Family Econo Seat Number 06C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis XC18U Not Valid Before 18MAY17 Not Valid After 18MAY17

Payment/Fare Details

Form of Payment	
Fare Calculation Line	YEA WS YTO142.00WS YEA196.00CAD338.00END
Fare	CAD 338.00
Taxes/Fees/Carrier-Imposed Charges	CAD 14.25 CA1 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 21.41 XG (GOODS AND SERVICES TAX (GST))
	CAD 3.25 RC1 (HARMONIZED SALES TAX (HST))
	CAD 55.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 46.00 YQI (OTHER AIR TRANSPORTATION CHARGES)

Total Fare

CAD 477.91

Other Charges

SEAT ASSIGNMENT	CAD 40.00
Taxes	CAD 3.60
Form of Payment	
Total	CAD 43.60
Total Fare and Other Charges	CAD 521.51

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535