

Expense Disclosure Reporting Form

Name: Grace Thostenson, Board Member

For the Period: Aug-13

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	20-Aug-13	Edmonton		\$106.82				\$106.82
2	Aug 26/27, 2013	Edmonton		\$196.98	\$144.61	\$41.00		\$382.59
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								\$489.41

[Notes](#)

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

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

[Notes](#)

Total claimed for reporting period: \$489.41

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
Grace Thostenson	Mileage	8/30/2013	01. 08/20/2013 at 08:00 AM to 08/20/2013 at 11:45 AM - Edmonton ~ to attend HR&C Committee meeting	8/20/2013	8/20/2013	8/20/2013	Mileage (218km) Vegreville to Edmonton r/t	\$106.82	1
Grace Thostenson	Travel Meal Allow	8/30/2013	02. 08/26/2013 at 05:00 PM to 08/27/2013 at 03:45 PM - Edmonton ~ to attend Board of Directors' meeting	8/26/2013	8/27/2013	8/26/2013	Meals for travel Aug 26/27	\$41.00	2
Grace Thostenson	Mileage	8/30/2013	02. 08/26/2013 at 05:00 PM to 08/27/2013 at 03:45 PM - Edmonton ~ to attend Board of Directors' meeting	8/26/2013	8/27/2013	8/26/2013	Mileage (109km) Vegreville to Edmonton	\$53.41	2
Grace Thostenson	Mileage	8/30/2013	02. 08/26/2013 at 05:00 PM to 08/27/2013 at 03:45 PM - Edmonton ~ to attend Board of Directors' meeting	8/26/2013	8/27/2013	8/27/2013	Mileage (293km) Edmonton to Calgary	\$143.57	2



Trip #2
Grace Thostenson.

Ms Grace Thostenson

Room Number: 1016
Arrival Date: 08-26-13
Departure Date: 08-27-13
Page No: 1 of 1
Confirmation No: [REDACTED]

INVOICE

Folio No: [REDACTED]

08-27-13

Date	Description	Charges	Credits
08-26-13	Room Revenue	135.00	
08-26-13	Destination Marketing Fee - 3%	4.05	
08-26-13	Tourism Levy 7 4%	5.56	
08-27-13	Room Service Room# 1016 : CHECK# [REDACTED]	5.00	144.61
08-27-13	XXXXXXXXXXXXX XX/XX		149.61
Total		149.61	149.61
Balance		0.00	

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. #86634 4302 RT 0001