

Expense Disclosure Reporting Form

Name: Fred Nowicki, Board Member

For the Period: Dec-14

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 Nov 23-26, 2014	Edmonton	to attend Audit/Finance Committee meetings, Board of Directors' meeting and Industry Task Force (ITF) meeting	\$483.26	\$102.00	\$446.70	\$137.00		\$1,168.96
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
							Travel Related	\$1,168.96

Notes

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

Dates	Purpose	Expense Category	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: \$1,168.96

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	12/3/2014	01. 11/23/2014 at 06:30 PM to 11/26/2014 at 08:15 PM - Edmonton ~ to attend Audit/Finance Committee meetings Board of Directors' meeting and ITF meeting.	11/23/2014	11/26/2014	11/23/2014	Meals - Nov 24-26. Lunch provided on Nov 26.	\$137.00	1

Nowicki
Trip #1**Online Services****Select Seats****Maple Leaf Lounge | Meal Vouchers | On My Way****Alert me** of flight status changes directly to my mobile phone or email.**Flight Arrivals & Departures** - check online if my flight is on time.**Check-in online** and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7222 ¹	Lethbridge (YQL) Sun 23-Nov 2014 19:15	Calgary (YYC) Sun 23-Nov 2014 20:01	0	2hr32	BEH	Tango, T	
AC8369 ²	Calgary (YYC) Sun 23-Nov 2014 20:55	Edmonton, Edmonton Int'l (YEG) Sun 23-Nov 2014 21:47	0		DH3	Tango, T	
AC8151 ²	Edmonton, Edmonton Int'l (YEG) Wed 26-Nov 2014 16:00	Calgary (YYC) Wed 26-Nov 2014 16:50	0	2hr55	DH4	Tango, T	
AC7219 ¹	Calgary (YYC) Wed 26-Nov 2014 18:10	Lethbridge (YQL) Wed 26-Nov 2014 18:55	0		BEH	Tango, T	

Operated by:

¹ Air Canada Express - Air Georgian² Air Canada Express - Jazz**Passenger Information****1: Mr Francis Fredrick Nowicki : Adult (16+), Ticket Number.**

Air Canada -

Meal Preference : **None**

Aeroplan :

Payment Card:

Special Needs: **None**

Seat Selection:

Purchase Summary**Fare Summary**

11/18/2014

Nowicki
Trip #1

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Tango</u>	121.00
Return Flight - <u>Tango</u>	111.00
<u>Surcharges</u>	24.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	15.76
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total airfare and taxes before options (per passenger)	331.01
Number of passengers	x 1
Total airfare, taxes and options	331.01
Seat Selection	
Mr Francis Fredrick Nowicki	
AC7222: - Standard Seat (Window)	10.00
AC8369 Preferred Seat (Window)	20.00
AC8151 - Preferred Seat (Window)	20.00
AC7219: Standard Seat (Window)	10.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.00
Total including airfare, taxes, options and seat selection charges:	394.01
Grand Total - Canadian dollars	\$394.01

Payment Information

- Amount paid: **\$394.01**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$331.01 (Airfare - per ticket)

Air Canada: \$63.00 (Advance Seat Selection - for passenger 1)

Ticket number(s) _____

enRoute City Guide

Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...

 [Read the complete guide](#)

Nowicki
Try #1

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
PARK PLACE SHOPPING CENTER
UNIT J03, 501 1ST AVENUE SOUTH
LETHBRIDGE, AB T1J 4L9
BRANCH: N61108
GST REG# 885101915
PHONE: 403-320-0119

TO: MR FRANCIS FREDRICK NOWICKI

LOCATOR :
OUR REF
AGENT :

C O N F I R M A T I O N
STATEMENT OF ACCOUNT

DATE: 22OCT14
PAGE: 1

FOR: MR FRANCIS FREDRICK NOWICKI

----- I T I N E R A R Y -----

*** AIR/RAIL/BUS ***

FROM	TO	CARRIER	FLT/CL	ST	DATE	DEPART	ARRIVE	MEALS	BAGS
LETHBRIDGE	CALGARY	AIR CANADA	7222 T		23NOV	7:15P	8:01P		
		SEAT	4A						
CALGARY	EDMONTON INTL	AIR CANADA	8369 T		23NOV	8:55P	9:47P		
		SEAT	1F						
EDMONTON INTL	CALGARY	AIR CANADA	8151 T		26NOV	4:00P	4:50P		
		SEAT	1A						
CALGARY	LETHBRIDGE	AIR CANADA	7219 T		26NOV	6:10P	6:55P		
		SEAT	4A						

----- C O S T -----

ITEM	COST	TAX	PAX	NTS	
AIR CANADA FLIGHT	256.00	75.01	1	1	331.01
	(INCL	15.76	GST)		
ADVANCE SEAT SELECTION	60.00	3.00	1	1	63.00
	(INCL	3.00	GST)		
PROFESSIONAL FEE					35.00
GST ON PROFESSIONAL FEE					1.75
**** TOTAL CHARGES					430.76
LESS PREVIOUS PAYMENTS					430.76
**** BALANCE DUE					0.00

) 394.01

Nowicki Trip #1

Parking at
Lethbridge
Airport

Direct Limo
Phone (780)446.7799
limodirect@shaw.ca
Airport Flat Rate Service Toll Free 1.877.446.6262
Date Nov 23/14 Amount \$70.00
From airport To airport
GST# 863172288 Corporate Accts: Special Rates

Taxi fare
Nov 23.
Airport to
hotel

Thank you. Please Call Again

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

County of Lethbridge

Airport Parking

GST #106989023

Space #: 86

Transaction #: 4697001

Date: NOV/23/14
Time: 06:05 PM

Paid: \$32.00

Card:

Parking Expires At:

NOV/27/14

06:05 PM

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

TRANSACTION RECORD

AIR CANADA YOLTR
SUITE 115-417 STUB T1K7N3
LETHBRIDGE AB
20172288

*Baggage fee
Nov 23/14*

11-23-2014 18:02:07
Acct #
Account Enquiry Card Type DP
A0000

Trace # 430003
FS2017228801
Inv. # 1542
Auth # 189206 RRN 081628003

Total \$26.25

(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

Baggage fee Nov 26/14



AIRPORT FEE RECEIPT
TICKET NO: 0142140467575
NAME: NOWICKI / FRANCISMR
DATE OF ISSUE: 26NOV2014

PNR RECLOC:
ISSUED BY :

M4MB7R
YEGSV

	AMOUNT	GST	HST	QST	TOTAL
FIRST BAGGAGE FEE	25.00	01.25	00.00	00.00	26.25
GRAND TOTAL	25.00	01.25	00.00	00.00	26.25

FORM OF PAYMENT: IN CANADIAN DOLLARS
GST/TPS HST/TVH NO. 100092287 RT000 QST/TVQ NO. 1000-043-172 RT000
FEES ARE NON-REFUNDABLE



Nowicki
Trip #1

Mr Fred Nowicki

Room Number: 1111
Arrival Date: 11-23-14
Departure Date: 11-26-14
Page No: 1 of 1
Confirmation No 16618331

INFORMATION INVOICE

Folio No:

11-26-14

Date	Description	Charges	Credits
11-23-14	Room Service Room# 1111 : CHECK# 481		
11-23-14	Room Revenue	139.00	
11-23-14	Destination Marketing Fee - 3%	4.17	} 149.70 x 3
11-23-14	Tourism Levy - 4%	5.73	
11-24-14	Room Revenue	139.00	
11-24-14	Destination Marketing Fee - 3%	4.17	
11-24-14	Tourism Levy - 4%	5.73	
11-25-14	Room Revenue	139.00	
11-25-14	Destination Marketing Fee - 3%	4.17	
11-25-14	Tourism Levy - 4%	5.73	
11-26-14			467.89
Total		467.89	467.89
Balance		0.00	446.70

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. #105631154 RT 0001