

## Expense Disclosure Reporting Form

**Name:** Fred Nowicki, Board Member

**For the Period:** Dec-16

### Travel, Seminars/Conference and Associated Expenditures

Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals	Seminar / Conference / Registration fees	Total
1 Nov 28-29, 2016	Edmonton	To attend Board Committee meetings and Board of Directors meetings.	\$747.62	\$120.00	\$155.32	\$64.00		\$1,086.94
2 Dec 6-7, 2016	Edmonton	To attend meeting with WCB Review Panel	\$797.71	\$120.00	\$155.32	\$64.00		\$1,137.03
3								\$0.00
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
							<b>Travel Related</b>	<b>\$2,223.97</b>

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
		<b>Non-Travel Related</b>
		<b>\$0.00</b>

Notes

**Total claimed for reporting period: \$2,223.97**

**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	12/13/2016	01. 11/28/2016 at 04:30 PM to 11/29/2016 at 07:30 PM - Edmonton ~ to attend committee and board meetings.	11/28/2016	11/29/2016	11/28/2016	Meals - dinner (Nov 28), breakfast and dinner (Nov 29).	\$64.00	1
Fred Nowicki	Travel Meal Allowance	12/13/2016	02. 12/06/2016 at 04:30 PM to 12/07/2016 at 07:30 PM - Edmonton ~ to attend meeting with WCB Review Panel	12/6/2016	12/7/2016	12/6/2016	Meals - dinner (Dec 6) and breakfast and dinner (Dec 7)	\$64.00	2



**Trip Statement**

NOWICKI/FRANCIS FREDRICK MR	<b>Trip #:</b>	
	<b>Booking Date:</b>	05 Oct 16
	<b>Client:</b>	
	<b>Client Phone #</b>	
	<b>Client Email:</b>	
	<b>Agent:</b>	
		<b>File Locator:</b>

**PASSENGERS:** MR. FRANCIS FREDRICK NOWICKI

**INSURANCE**

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
INTEGRA AIR Confirmation #	543.78	33.85	\$0.00	133.24	0.00	710.87 CAD
SERVICE FEES Confirmation #	35.00	1.75	\$0.00	0.00	0.00	36.75 CAD
<b>Total:</b>	<b>578.78</b>	<b>35.60</b>	<b>0.00</b>	<b>133.24</b>	<b>0.00</b>	<b>747.62 CAD</b>

**PAYMENTS**

Invoice #	Payment Date	Card Holder	Form of Payment	Amount
00800093	10/05/2016	FRED NOWICKI		710.87 CAD
00800093	10/05/2016	FRED NOWICKI		36.75 CAD
<b>Total Payment:</b>				<b>747.62 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Flights changed by Integra at no charge from Oct 25 to Nov 28/29.

Destination: YEG

NOWICKI/FRANCIS FREDRICK MR

Trip #:  
Booking Date: 05 Oct 16  
Client:  
Client Phone #  
Client Email:  
Agent:

File Locator:

MY ITINERARY

Passengers: FRANCIS FREDRICK NOWICKI  
Citizenship: Not Specified  
Required Travel Documents: Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Description: FLIGHTS  
Passengers: FRANCIS FREDRICK NOWICKI  
Booking Date: 05 Oct 16  
File Locator/Ticket #:

Airline	Flight	From	Terminal	To	Class	Seat	Stops
	928	LETHBRIDGE		EDMONTON INTL			
		28 Nov 16 4:30PM		28 Nov 16 5:45PM			
	829	EDMONTON INTL		LETHBRIDGE			
		29 Nov 16 6:05PM		29 Nov 16 7:20PM			

Integra Air flights

Nowicki Trip#1

**YELLOW CAB**

780.462.3456  
edmtaxi.com

GST# \_\_\_\_\_  
Date: Nov 28 / 16 Amount: 60.00  
Driver: Ken Car#: \_\_\_\_\_  
From: Integra Inn  
To: W. Lextara  
10135-31 Avenue, Edmonton, AB T6N 1C2 &

*From airport to Matrix Hotel  
Nov. 28*

**YELLOW CAB**

780.462.3456  
edmtaxi.com

GST# \_\_\_\_\_  
Date: Nov 29 / 16 Amount: 60.00  
Driver: Ken Car#: \_\_\_\_\_  
From: W. Lextara  
To: Integra Inn  
10135-31 Avenue, Edmonton, AB T6N 1C2 &

*From office to Edmonton Airport  
Nov 29*



Nowicki Trip#1

Mr Fred Nowicki  
9925 107Th. Street  
Edmonton AB T5J 2S5  
Canada

Room Number: 0608  
Arrival Date: 11-28-16  
Departure Date: 11-29-16  
Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No:

11-29-16

Date	Description	Charges	Credits
11-28-16	Room Revenue	145.00	
11-28-16	Destination Marketing Fee - 3%	4.35	
11-28-16	Tourism Levy - 4%	5.97	
11-29-16			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. #105631154 RT 0008

Nowicki  
Trip # 2.



Invoice

NOWICKI/FRANCIS FREDRICK MR	Trip #:
	Booking Date: 02 Dec 16
	Client:
CANADA	Agent:
	File Locator:

PASSENGERS: MR. FRANCIS FREDRICK NOWICKI

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
INTEGRA AIR Confirmation # 616943	591.48	36.24	\$0.00	133.24	0.00	760.96 CAD
SERVICE FEES Confirmation # PAID	35.00	1.75	\$0.00	0.00	0.00	36.75 CAD
<b>Total:</b>	<b>626.48</b>	<b>37.99</b>	<b>0.00</b>	<b>133.24</b>	<b>0.00</b>	<b>797.71 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	00800334	12/02/2016	FRED NOWICKI		760.96 CAD
	00800334	12/02/2016	FRED NOWICKI		36.75 CAD
				<b>Total Payment:</b>	<b>797.71 CAD</b>

Balance Due CAD Currency 0.00 CAD

Destination: YEG

NOWICKI/FRANCIS FREDRICK MR	Trip #:
CANADA	Booking Date: 02 Dec 16
	Client:
	Agent:
	File Locator:

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
FRANCIS FREDRICK NOWICKI	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Description:	FLIGHTS	Booking Date:	02 Dec 16
Passengers:	FRANCIS FREDRICK NOWICKI	File Locator/Ticket #:	

Airline	Flight	From	Terminal	To	Class/Seat	Stops
	928	LETHBRIDGE		EDMONTON INTL	/	
		06 Dec 16 4:30PM		06 Dec 16 5:45PM		
	829	EDMONTON INTL		LETHBRIDGE	/	
		07 Dec 16 6:05PM		07 Dec 16 7:20PM		

Integra Air flight to Edmonton, return.



**YELLOW CAB**

780.462.3456

edmtaxi.com

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

Date: Dec 7 4/16 Amount: 60<sup>00</sup> / hr.

Driver: B. bbq Car#: 728

From: Jug B

To: Integra Air

10135-31 Avenue, Edmonton, AB T6N 1C2

&

Dec 7.  
Jarvis Building  
to Edmonton airport.

**YELLOW CAB**

780.462.3456

edmtaxi.com

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

Date: Dec 6 / 16 Amount: 60<sup>00</sup> / hr.

Driver: B. KUMAR Car#: 796

From: Integra Edm.

To: Matrix

10135-31 Avenue, Edmonton, AB T6N 1C2

&

Dec 6.  
Airport  
to Matrix hotel



Nowicki Trip #2

Mr Fred Nowicki  
9925 107Th. Street  
Edmonton AB T5J 2S5  
Canada

Room Number: 0416  
Arrival Date: 12-06-16  
Departure Date: 12-07-16  
Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No:

12-07-16

Date	Description	Charges	Credits
12-06-16	Room Revenue	145.00	
12-06-16	Destination Marketing Fee - 3%	4.35	
12-06-16	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. #105631154 RT 0008