

Expense Disclosure Reporting Form

Name: Fred Nowicki, Board Member

For the Period: Dec-17

Travel, Seminars/Conference and Associated Expenditures

Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals	Seminar / Conference / Registration fees	Total
1	Nov 27-28, 2017	Edmonton	To attend Audit/Finance committee meetings and Board of Directors' meeting.	\$811.59	\$120.00	\$160.68	\$76.00	\$1,168.27
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								\$1,168.27

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: \$1,168.27

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	12/1/2017	01. 11/27/2017 at 06:45 AM to 11/28/2017 at 07:30 PM - Edmonton ~ to attend Audit/Finance committee meetings and Board of Directors' meeting.	11/27/2017	11/28/2017	11/27/2017	Meals - breakfast/dinner (Nov 27/28)	\$76.00	1

marlin travel™

Invoice

NOWICKI/FRANCIS FREDRICK MR

CANADA

Trip #: 1
 Booking Date:
 Client:
 Agent:

File Locator:

PASSENGERS: MR. FRANCIS FREDRICK NOWICKI

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
INTEGRA AIR Confirmation	599.70	36.65	\$0.00	133.24	0.00	769.59 CAD
SERVICE FEES Confirmation	40.00	2.00	\$0.00	0.00	0.00	42.00 CAD
Total:	639.70	38.65	0.00	133.24	0.00	811.59 CAD

PAYMENTS

Invoice #	Payment Date	Card Holder	Form of Payment	Amount
00801378	11/14/2017	FREDERICK NOWICKI		769.59 CAD
00801378	11/14/2017	FREDERICK NOWICKI		42.00 CAD
Total Payment				811.59 CAD

Balance Due CAD Currency 0.00 CAD

Destination: YEG

NOWICKI/FRANCIS FREDRICK MR

Trip #:
Booking Date: 13 Nov 17
Client:
Agent:

CANADA

File Locator:

ITINERARY

Passengers	Citizenship	Required Travel Documents
FRANCIS FREDRICK NOWICKI	Canadian	VALID GOVERNMENT ISSUED PHOTO ID REQUIRED FOR DOME

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: 14 Nov 17
Passengers: FRANCIS FREDRICK NOWICKI	File Locator/Ticket #:

Airline	Flight	From	Terminal	To	Class/Seat	Stops
	918	LETHBRIDGE		EDMONTON INTL	/	
		27 Nov 17 6 45AM		27 Nov 17 8 00AM		
	829	EDMONTON INTL		LETHBRIDGE	/	
		28 Nov 17 6 05PM		28 Nov 17 7 20PM		

Return Integra flights to Edmonton.

LETHBRIDGE

Park Place Shopping Mall

501-1st ave South | LETHBRIDGE AB T1J 4J 9

Nowicki Trip #1



Fw: Your Ticketless Itinerary - Integra Air NOWICKI, FRANCIS
 03:57 PM
 From: "Fred"
 To:

From:
Sent: Monday, November 13, 2017 2:42 PM
To: n
Subject: FW: Your Ticketless Itinerary - Integra Air NOWICKI, FRANCIS

Passenger Itinerary for NOWICKI, FRANCIS

Itinerary

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: 11/13/2017 14:41

Passenger

Name: NOWICKI, FRANCIS
 Phone #:
 Form of Payment

Flight Information

FLIGHT	FROM	TO	DEPART	ARRIVE	STATUS
918	Lethbridge (YQL)	Edmonton (YEG)	11/27/2017 06:45	08:00	CONFIRMED
829	Edmonton (YEG)	Lethbridge (YQL)	11/28/2017 18:05	19:20	CONFIRMED

Notes

Fare Summary

Fare	\$599.70
Taxes, Fees and Charges	
Nav Canada Surcharge	\$24.00
Security Fee	\$14.24
Other Charges	\$95.00
Subtotal	\$732.94
GST(100+11966RG0001)	\$36.65
Total - CAD	\$769.59
Balance Due	\$0.00

plus 4% service fee

Terms and Condition

General

- Public domestic scheduled tariffs are available upon request or at www.integraair.com
- Flights in a King Air 200 or a Jetstream 31 are operated by Bar XH Air Inc.
- Scheduled flights have complimentary light snacks and beverages on each flight.
- There are no washroom facilities on the King Air 200 and Jetstream 31 aircraft.

Fare Policies

- Your reservation may be cancelled or changed up to 2 hours prior to flight time. Applicable

Nowicki Trip #1

Here are my taxi receipts.

YELLOW CAB 780.462.3456
edmtaxi.com

GST# _____

Date: _____ Amount: 60.00

Driver: 28 Nov 17 Car#: 796

From: 9925 107 St

To: Airport

10135-31 Avenue, Edmonton, AB T6N 1C2 &

YELLOW CAB 780.462.3456
edmtaxi.com

GST# _____

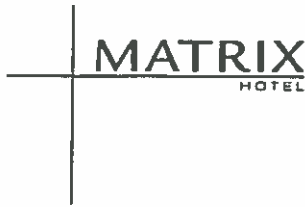
Date: 27 Nov 17 Amount: 60.00

Driver: _____ Car#: 796

From: Airport

To: Metix Hotel

10135-31 Avenue, Edmonton, AB T6N 1C2 &



Nowicki Trip #1

Fred Nowicki

Room Number: 1506

Arrival Date: 11-27-17

Departure Date: 11-28-17

Page No: 1 of 1

Canada

Guest Name:

INFORMATION INVOICE

Date	Description	Charges	Credits
			11-28-17
11-27-17	Room Revenue	150.00	
11-27-17	Destination Marketing Fee - 3%	4.50	
11-27-17	Tourism Levy - 4%	6.18	
11-28-17			160.68
Total		160.68	160.68
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. #105631154 RT 0008