

Expense Disclosure Reporting Form

Name: Bob Normand, Chair, Board of Directors

For the Period: Feb-15

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	26-Jan-15	Edmonton	to attend committee meetings, Minister meeting on Jan 27 and Board of Directors' meeting on February 3		\$721.89	\$298.68	\$60.00	\$1,080.57
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							\$1,080.57	

Notes

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

Dates	Purpose	Expense Category	Total
1	18-Nov-14 Taxi fare to attend HR&C Committee meeting	taxi	\$29.67
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			\$29.67

Notes

Total claimed for reporting period: \$1,110.24

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
Bob Normand	Travel Meal Allowance	2/9/2015	01. 01/26/2015 at 03:45 PM to 02/04/2015 at 04:30 PM - Edmonton ~ to attend committee meetings & Minister meeting Jan 27 2015 and Board of Directors meeting Feb 3 2015.	1/26/2015	2/4/2015	1/26/2015	In transit Jan 26 (lunch/dinner)	\$37.00	1
Bob Normand	Mileage	2/9/2015	01. 01/26/2015 at 03:45 PM to 02/04/2015 at 04:30 PM - Edmonton ~ to attend committee meetings & Minister meeting Jan 27 2015 and Board of Directors meeting Feb 3 2015.	1/26/2015	2/4/2015	1/26/2015	Mileage (100km) to/from Ft. Meyers airport	\$49.00	1
Bob Normand	Travel Meal Allowance	2/9/2015	01. 01/26/2015 at 03:45 PM to 02/04/2015 at 04:30 PM - Edmonton ~ to attend committee meetings & Minister meeting Jan 27 2015 and Board of Directors meeting Feb 3 2015.	1/26/2015	2/4/2015	2/4/2015	In transit Feb 4 (breakfast/lunch)	\$23.00	1

Normand
Trip #1

United Confirmation Number _____

Purchase Summary	
1 Adult (18-64)	418.00 CAD
Additional <u>Taxes/Fees</u>	126.41 CAD
<hr/>	
Price Details	
+ Economy Plus	\$141.00 USD <u>Conversion</u>
<hr/>	
Ticket Total	544.41 CAD
Premium Seats	\$141.00 USD = \$177.48 CAD <u>Conversion</u> @ 1.2587
<hr/>	
Payment Information	
Name of Cardholder:	Robert J Normand
Card Type:	
Card Number:	XXXXXXXXXXXXXX

Flight Details	United Confirmation Number	_____
Mon., 26 Jan., 2015 Fort Myers, FL (RSW) to Edmonton, AB Canada (YEG)		
Depart:	Arrive:	Flight: UA1227
		Distance: _____
		Time: 4 _____

Trip #1

3:45 p.m. Mon., 26 Jan., 2015 Fort Myers, FL (RSW)	6:05 p.m. Mon., 26 Jan., 2015 Denver, CO (DEN)	hr 20 mn	1,607 miles	Aircraft: Boeing 737-800 Fare Class: United Economy (L) Meal: Meals for Purchase No Special Meal Offered.
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Change Planes. Connect time in Denver, CO (DEN) is 1 hour 48 minutes.

Depart: 7:53 p.m. Mon., 26 Jan., 2015 Denver, CO (DEN)	Arrive: 10:45 p.m. Mon., 26 Jan., 2015 Edmonton, AB Canada (YEG)	Flight Time: 2 hr 52 mn Travel Time: 9 hr 0 mn	Distance: 1,020 miles Total Distance: 2,627 miles	Flight: UA4994 Operated by SKYWEST DBA UNITED EXPRESS. Aircraft: Canadair Regional Jet 700 Fare Class: United Economy (L) Meal: Snacks for Purchase No Special Meal Offered.
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Wed., 4 Feb., 2015 | Edmonton, AB Canada (YEG) to Fort Myers, FL (RSW)

Depart: 6:40 a.m. Wed., 4 Feb., 2015 Edmonton, AB Canada (YEG)	Arrive: 11:57 a.m. Wed., 4 Feb., 2015 Houston, TX (IAH - Intercontinental)	Flight Time: 4 hr 17 mn	Distance: 1,854 miles	Flight: UA314 Aircraft: Airbus A320 Fare Class: United Economy (G) Meal: Meals for Purchase No Special Meal Offered.
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Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 1 hour 13 minutes.

Depart: 1:10 p.m. Wed., 4 Feb., 2015 Houston, TX (IAH - Intercontinental)	Arrive: 4:29 p.m. Wed., 4 Feb., 2015 Fort Myers, FL (RSW)	Flight Time: 2 hr 19 mn Travel Time: 7 hr 49 mn	Distance: 854 miles Total Distance: 2,708 miles	Flight: UA1599 Aircraft: Boeing 737-900 Fare Class: United Economy (G) Meal: Snacks for Purchase No Special Meal Offered.
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Normand Trip #1

AIRPORT TAXI SERVICE
4608 101 ST. (7808907070)
EDMONTON, AB

Term ID: 05179774

Purchase

Taxi fare
Jan 26/15
Airport to
home.

XXXXXXXXXX.....

Entry Method: C

Invoice

Amount: \$ 55.00

Tip: \$ 5.00

Total: \$ 60.00

2015/01/26 23:37:15

Seq #: 0010420110

Appr Code: R04100

Resp Code: 01/027

20 5A 21 1D 56 68 09 22
00 00 00 00 00
E8 00
A0 4B 57 84 EC FC 70 C5


APPROVED
Thank You

Customer Copy

- IMPORTANT -
retain this copy for your records

GST029288133

Taxi fare to airport Feb 4/15.

YELLOW CAB 780.462.3456
GST# 865372676 824
Date: 04/02/15 Amount: 55.00
Driver: 824 Car#: 333
From: Home
To: LAP
10135-31 Avenue, Edmonton, AB T6N 1C2 

Parking @ airport
Tort Myers, Fla.

SOUTH WEST FLORIDA
MIDFIELD TERMINAL
RECEIPT A26
ENTRY TIME:
01/26/15 13:58
EXIT TIME:
02/01/15 17:23
PARK-DUR.: HRS:MIN
6:03:25
AMOUNT: \$ 167.80
KIND OF PAYMENT:
XXXXXXXXXX

\$134.68 CAD
@1.2587

P-Card Purchase

Cardholder: Bob Normand
Service: Taxi fare from home to Jarvis to attend HR&C Committee meeting
Purchase Date: Nov 18, 2014
Purchase Amt: \$29.67
GST: \$1.41

Bob provided his credit card statement with the above charge, but was unable to locate the original receipt.

Normand - Non-travel related #1