

### Expense Disclosure Reporting Form

Name: **Erna Ference, Board Member**

For the Period: **Jan-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 Jan 27-28, 2014	Edmonton	Attendance at Policy Committee meeting		\$60.50	\$156.06	\$31.00		\$247.56
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>Travel Related</b>								<b>\$247.56</b>

Notes

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

Dates	Purpose	Expense Category	Total
1 16-Jan-14	ICD Governance session in Calgary	Seminar	\$52.50
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>\$52.50</b>

Notes

**Total claimed for reporting period: \$300.06**

**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
Erna Ference	Travel Meal Allowance	1/30/2014	01. 01/27/2014 at 01:00 PM to 01/28/2014 at 10:00 AM - Edmonton ~ to attend Policy Committee meeting.	1/27/2014	1/28/2014	1/27/2014	Meals for Jan 27 (dinner) and Jan 28 (breakfast)	\$31.00	1

Erna Florence

Trip #1

YELLOW CAB  
10135 31 AVENUE NW  
EDMONTON AB T6H-1C2  
780-462-3456

Term Id:45024124782162  
Term #:0571

PUMNASE  
Op Id:214710  
Card #:XXXXXXXXXX

AID:A0000000031010

APPROVED

AMOUNT	CAD\$55.00
TIP	CAD\$5.50
	=====
TOTAL	CAD\$60.50

Ref. #: C  
Auth.#: 057953  
Resp. Code: 00  
TUR: 000000000  
TSI: F800

BOOK ON LINE AT EDHTAXI.COM  
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2014/01/27 Time: 17:55:13  
Response: AUTH 057953

\*\*\*CUSTOMER COPY\*\*\*



Erna Ference  
Trip # 1

N/A Erna Ference  
9925 107th. Street  
Edmonton AB T5J 2S5  
Canada

Room Number: 0910  
Arrival Date: 01-27-14  
Departure Date: 01-28-14  
Page No: 1 of 1  
Confirmation No 11652840

**INVOICE**

Folio No: 170197

01-28-14

Date	Description	Charges	Credits
01-27-14	Room Revenue	139.00	
01-27-14	Destination Marketing Fee - 3%	4.17	
01-27-14	Tourism Levy - 4%	5.73	
01-27-14	Room GST - 5%	7.16	
01-28-14	'XXXXXXXXXXXXX' XX/XX		156.06
<b>Total</b>		<b>156.06</b>	<b>156.06</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. #86634 4302 RT 0001

*Erna Ference*

*Seminar Jan 16/14.*

[Join ICD](#) [Media Centre](#) [FAQ](#) [Contact](#) [Sign Out](#)

[Events](#) [Courses](#) [Resource Centre](#) [Board Opportunities](#) [Why Join?](#) [About the ICD](#)

**Institute of Corporate Directors**  
602-40 University Ave. Toronto, ON M5J 1T1

**Order Number** 49020  
**Order Date** 1/8/2014  
**Payment Method**  
**Name on Card**

Item	Quantity	Price	Total
Gender Diversity in the Boardroom - A Work in Progress - Ms Erna M Ference, ICD D <b>When:</b> 1/16/2014 - 1/16/2014 <b>Where:</b> Calgary Petroleum Club 319 5 Ave SW Calgary, AB T2P 0H9	1	50 00	50 00

<b>Item Total</b>	50 00
<b>Shipping</b>	0 00
<b>Handling</b>	0 00
<b>GST</b>	2 50
<b>Transaction Grand Total</b>	<b>52.50</b>

A confirmation is being sent to.  
A confirmation is being sent to.

Send another copy to:  SEND