

Name: Marcela Matthew, VP Millard Health & Special Care Services

For the Period:

Jul-19

Travel, Seminars/Conference and Associated Expenditures

	Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals	Seminar / Conference / Registration fees	Total
1	30-Jul-19	Calgary	To attend meeting at the Calgary office	\$432.86					\$432.86
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									\$432.86

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: \$432.86



Booking Confirmation

Booking Reference:

Date of issue: 30 Jul, 2019

This is your official Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

- Depart

Economy - Standard

Thursday
15 Aug, 2019

08:40
Edmonton
Edmonton Int. (YEG), AB



09:33
Calgary
Calgary Int. (YYC), AB

AC8133

0hr53
Economy G
Operated by: Air Canada Express -
Jazz | Q400

- Return

Economy - Standard

Thursday
15 Aug, 2019

15:35
Calgary
Calgary Int. (YYC), AB



16:25
Edmonton
Edmonton Int. (YEG), AB

AC8150

0hr50
Economy G
Operated by: Air Canada Express -
Jazz | Q400

Passengers

	Seats
Ticket Number	AC8133 8A AC8150 8A
Marcela Matthew	Seats
Ticket Number	AC8133 8C AC8150 8C



Purchase summary

Amount paid: \$865.72
Tax information
 GST no. 10009-2287 RT0001
 \$41.22

2 adults



Air Transportation Charges

Base Fare - Depart - Economy - Standard	146.00
Base Fare - Return - Economy - Standard	146.00
Surcharges	24.00



Taxes, fees and charges

Goods and Services Tax - Canada - 100092287 RT0001	19.51
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	60.00

Total airfare and taxes before options (per passenger) **\$409⁷⁶**

Number of passengers **X 2**

Total \$819⁵²



Seat selection

AC8133: 8A - Standard Seat (Window)	11.00
AC8150: 8A - Standard Seat (Window)	11.00
Marcela Matthew	
AC8133: 8C - Standard Seat (Aisle)	11.00
AC8150: 8C - Standard Seat (Aisle)	11.00
Goods and Services Tax - Canada - 100092287 RT0001	2.20

Total with options and seat selection fee: **\$865⁷²**

GRAND TOTAL (Canadian dollars) \$865⁷² *

*865.72/2 = \$432.86 for one person

Additional flight was incurred for a non-executive WCB employee



Check-in and boarding gate deadlines

Within Canada

90
minutes

Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45
minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15
minutes

Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.