

## Expense Disclosure Reporting Form

**Name:** Bob Nicolay, Board Member

**For the Period:** Jun-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	5-Jun-14	Edmonton	to attend HR&C Committee meeting	\$596.66	\$90.00		\$13.00	\$699.66
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>\$699.66</b>

Notes

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

Dates	Purpose	Expense Category	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: \$699.66**

**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 Nicolay	Travel Meal Allowance	6/12/2014	01. 06/05/2014 at 10:30 AM to 06/05/2014 at 05:00 PM - Edmonton ~ to Chair HR&C Committee meeting.	6/5/2014	6/5/2014	6/5/2014	Meals (lunch) on June 5	\$13.00	1

Nicolay TRIP #1

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



## Booking Information

### Booking Reference:

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:  
Mr Robert Martin Nicolay

### Customer Care

Air Canada  
1-888-247-2262

Flight Arrivals and  
Departures  
1-888-422-7533

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8138 <sup>1</sup>	Calgary (YYC) Thu 05-Jun 2014 10:30	Edmonton, Edmonton Int'l (YEG) Thu 05-Jun 2014 11:20	0	0hr50	DH4	Flex, V	
AC8151 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Thu 05-Jun 2014 16:00	Calgary (YYC) Thu 05-Jun 2014 16:50	0	0hr50	DH4	Flex, M	

Operated by:  
1 Air Canada Express - Jazz

## Passenger Information

1: Mr Robert Martin Nicolay : Adult (16+), Ticket Number:

Air Canada - Aeroplan : Meal Preference: None  
Payment Card: Special Needs: None  
Seat Selection:

Congratulations on your selection of a Preferred seat. Please read the Terms and conditions.

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	172.00
Return Flight - Flex	303.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	55.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	28.41
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	596.66
<b>Options</b>	
Return Flight - Flex	
• NIL	
Total airfare, taxes and options (per passenger)	596.66
Number of passengers	1
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$596.66</b>

### Payment Information

Nicolay Trip #1

WCB TAXI EDM  
- 3 PASSENGERS  
NICOLAY, GLENNA  
ATS GROUP/HOSTENSON  
4608 101 STREET NW T6E5G9  
EDMONTON AB  
932705931210

1111 PURCHASE 1111  
06-05-2014 14:48:06  
Acct # .....  
Exp Date 11/11 Card Type C  
Name: ROBERT NICOLAY

Trace # 070019 Operator 891  
FV2294621056  
Inv. # 169  
Auth # 811122 RRN 001007019

Total \$90.00

Retain this copy for your records  
Customer copy

GST\_89398\_3713\_RT0001  
780-989-7099