

Expense Disclosure Reporting Form

Name: Fred Nowicki, Board of Directors

For the Period: Mar-13

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 Mar 25-26, 2013 | Edmonton | to attend board meeting | | \$491.96 | \$151.56 | \$72.00 | | \$715.52 |
| 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 | | | | | | | | \$715.52 |

[Notes](#)

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

| Dates | Purpose | Expense Category | Total |
|---------------------------|---------|------------------|---------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| Non-Travel Related | | | \$0.00 |

[Notes](#)

Total claimed for reporting period: \$715.52

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 Allow | 3/28/2013 | 01. 03/25/2013 at 07:00 AM to 03/26/2013 at 05:00 PM - Edmonton ~ to attend Finance/Audit Committee meetings and Board of Directors' meeting. | 3/25/2013 | 3/26/2013 | 3/25/2013 | Meal allowance and per diem for travel Mar 25/26. | \$72.00 | 1 |
| Fred Nowicki | Mileage | 3/28/2013 | 01. 03/25/2013 at 07:00 AM to 03/26/2013 at 05:00 PM - Edmonton ~ to attend Finance/Audit Committee meetings and Board of Directors' meeting. | 3/25/2013 | 3/26/2013 | 3/25/2013 | Mileage (1004km) Lethbridge to Edmonton r/t. | \$491.96 | 1 |



fred Nowicki
Trip #1

Mr Fred Nowicki

Room Number: 1515
Arrival Date: 03-25-13
Departure Date: 03-26-13
Page No: 1 of 1

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Canada

Guest Name

INVOICE

Folio No: [REDACTED]

03-26-13

| Date | Description | Charges | Credits |
|----------------|--------------------------------|---------------|---------------|
| 03-25-13 | Room Revenue | 135.00 | |
| 03-25-13 | Destination Marketing Fee - 3% | 4.05 | |
| 03-25-13 | Tourism Levy - 4% | 5.56 | |
| 03-25-13 | Room GST - 5% | 6.95 | |
| 03-26-13 | XXXXXXXXXXXXX | XX/XX | 151.56 |
| Total | | 151.56 | 151.56 |
| Balance | | 0.00 | |

Tax Summary

| | |
|--------------------------------|------|
| GST on DMF | 0.00 |
| Destination Marketing Fee - 1% | 4.05 |
| Tourism Levy - 4 % | 5.56 |
| Room GST - 5% | 6.95 |
| GST - 5% | 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. #866344302 RT 0001

Departed 0700 March 25, arrived 5pm March 26.
Mileage 1004. Lethbridge to Edmonton RT.
Meal allowance / per diem