

Expense Disclosure Reporting Form

Name: **Denis Herard, Board Member**

For the Period: **Mar-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 Mar 24/25, 2014	Edmonton	to attend Board of Directors' meeting		\$294.00	\$134.76	\$50.00		\$478.76
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								\$478.76

Notes

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

Dates	Purpose	Expense Category	Total
1 4-Mar-14	Attendance at ICD session in Calgary	Parking	\$36.00
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			\$36.00

Notes

Total claimed for reporting period: \$514.76

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
Denis Herard	Travel Meal Allowance	3/31/2014	01. 03/24/2014 at 02:30 PM to 03/25/2014 at 03:00 PM - Edmonton ~ to attend Board of Directors' meeting.	3/24/2014	3/25/2014	3/24/2014	Meal allowance - dinner (Mar 24) & breakfast/lunch (Mar 25)	\$50.00	1
Denis Herard	Mileage	3/31/2014	01. 03/24/2014 at 02:30 PM to 03/25/2014 at 03:00 PM - Edmonton ~ to attend Board of Directors' meeting.	3/24/2014	3/25/2014	3/24/2014	Mileage (600km) Calgary to Edmonton r/t	\$294.00	1

Denis Herard
Trip # 1

Chateau Louis

HOTEL & CONFERENCE CENTRE

Denis Herard

Room No. : 242
Arrival : 03.24.14
Departure : 03.25.14
Folio No. : 111169
Company :
Cashier : 149
Booking No :

GUEST FOLIO

Date	Description	Charges	Credits
03.24.14	Room Charge	124.00	
03.24.14	Tourism Levy	4.56	
03.24.14	Room GST	6.20	
03.25.14	XXXXXXXXXXXXXX		134.76

Transaction Recap		Total Charges	134.76
Description	Recap Total	Total Credits	134.76
Room GST	6.20	Balance	0.00
Tourism Levy	4.56		CAD

Guest Signature

11727 Kingsway NW, Edmonton, Alberta T5G 3A1

Phone: 780.452.7770
chateaulouis.com

Fax: 780.454.3436
info@chateaulouis.com

Toll Free Reservations: 1.800.661.9843
GST 103021499

Non Trip Related.
#1

Denis Herard
Nov 4 / 2014.
Parking in Calgary for
Attendance at ICD session.



Impark Management L.
Calgary Place
RECEIPT C1

IN: 04.03.14
06:32

OUT: 04.03.14
09:19

AMOUNT: \$
36.00

CC-DATA: (1.71)

XXXXXXXXXXXX
XXXXX

REF. 90
IMPARK THANKS YOU
403-299-7275
GST No. 837315638