

## Expense Disclosure Reporting Form

**Name:** Erna Ference, Board of Directors

**For the Period:** May-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 Apr 29/30, 2013	Edmonton	to attend Board of Directors' meeting and Governance Committee meeting.		\$352.80	\$144.61	\$37.00		\$534.41
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>\$534.41</b>	

[Notes](#)

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

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

[Notes](#)

**Total claimed for reporting period: \$534.41**

**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 Allow	5/13/2013	01. 04/29/2013 at 03:00 PM to 04/30/2013 at 05:00 PM - Edmonton ~ to attend Board of Directors and Governance Committee meetings.	4/29/2013	4/30/2013	4/29/2013	Meal allowance Apr 29/30 (lunch provided)	\$37.00	1
Erna Ference	Mileage	5/13/2013	01. 04/29/2013 at 03:00 PM to 04/30/2013 at 05:00 PM - Edmonton ~ to attend Board of Directors and Governance Committee meetings.	4/29/2013	4/30/2013	4/29/2013	Mileage (720 km) Black Diamond to Edmonton r/t.	\$352.80	1

Ms Erna Ference

Canada

Guest Name

Room Number: 0411  
 Arrival Date: 04-29-13  
 Departure Date: 04-30-13  
 Page No: 1 of 1

**INFORMATION INVOICE**

Folio No:

04-30-13

Date	Description	Charges	Credits
04-29-13	Room Revenue	135.00	
04-29-13	Destination Marketing Fee - 3%	4.05	
04-29-13	Tourism Levy - 4%	5.56	
<b>Total</b>		<b>144.61</b>	<b>0.00</b>
<b>Balance</b>		<b>144.61</b>	

**Tax Summary**

GST on DMF	0.00
Destination Marketing Fee - 1%	4.05
Tourism Levy - 4 %	5.56
Room GST - 5%	0.00
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