

## Expense Disclosure Reporting Form

**Name:** Fred Nowicki, Board Member

**For the Period:** May-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 April 28/29, 2014	Edmonton	to attend Policy Committee meeting, Audit Committee meeting and Board of Directors' meeting.	\$706.90	\$140.00	\$148.90	\$68.00		\$1,063.80
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>\$1,063.80</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: \$1,063.80**

**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 Allowance	5/2/2014	01. 04/28/2014 at 06:45 AM to 04/29/2014 at 07:15 PM - Edmonton ~ to attend Policy and Audit Committee meetings and Board of Directors' meeting.	4/28/2014	4/29/2014	4/28/2014	Meals for Apr 28/29. Lunches provided both days.	\$68.00	1

Nowicki Trip #1

MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
PARK PLACE SHOPPING CENTER  
UNIT J03, 501 1ST AVENUE SOUTH  
LETHBRIDGE, AB T1J 4L9  
BRANCH: N61108  
GST REG# 885101915  
PHONE: 403-320-0119

TO: MR FRANCIS FREDRICK NOWICKI

LOCATOR :  
OUR REF :  
AGENT :

C O N F I R M A T I O N  
STATEMENT OF ACCOUNT

DATE: 16APR14  
PAGE: 1

FOR: MR FRANCIS FREDRICK NOWICKI

----- I T I N E R A R Y -----

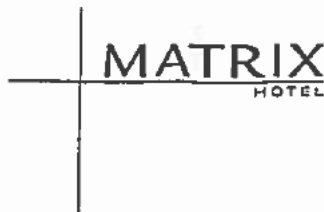
\*\*\* AIR/RAIL/BUS \*\*\*

FROM	TO	CARRIER	FLT/CL	ST	DATE	DEPART	ARRIVE	MEALS	BAGS
LETHBRIDGE	EDMONTON INTL	INTEGRA AI	918 L		28APR	6:45A	8:00A		
EDMONTON INTL	LETHBRIDGE	INTEGRA AI	829 L		29APR	6:05P	7:20P		

----- C O S T -----

ITEM	COST	TAX	PAX	NTS	
INTEGRA FLIGHTS	538.00	132.15	1	1	670.15
	(INCL	31.91	GST)		
PROFESSIONAL FEES					35.00
GST ON PROFESSIONAL FEES					1.75
					<i>TTL GST 33.66</i>
**** TOTAL CHARGES					706.90
LESS PREVIOUS PAYMENTS					706.90
**** BALANCE DUE					0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
ACCEPTED:.....DECLINED:.....  
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA...TOURIST CARD.  
..PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....  
PLEASE RECONFIRM ALL FLIGHT BETWEEN 48 TO 72 HOURS PRIOR TO  
DEPARTURE.  
FOR EMERGENCY AFTER HOURS ASSISTANCE PLEASE CALL OUR TRAVEL  
CENTRE AT 1 800 267 8891 WITHIN CANADA AND UNITED STATES OR  
CALL COLLECT 715 346 0834 OUTSIDE OF TOLL FREE AREA.  
THANK YOU FOR BOOKING WITH MARLIN TRAVEL.  
CLIENTS SIGNATURE.....DATE.....  
YOU MUST RECONFIRM YOUR FLIGHT PRIOR TO DEPARTURES TO AND  
FROM YOUR DESTINATION BETWEEN 12-24 HOURS PRIOR TO YOUR  
YOUR FLIGHTS WITH THE AIRLINE OR YOUR TRAVEL AGENT.  
YOUR PASSPORTS MUST BE IN PERFECT CONDITION AND VALID  
FOR 6 MONTHS AFTER YOUR RETURN FROM DESTINATION



Nowicki Trip #1

Mr Fred Nowicki

Room Number: 0711  
Arrival Date: 04-28-14  
Departure Date: 04-29-14  
Page No: 1 of 1  
Confirmation No 13583082

Canada

**INFORMATION INVOICE**

Folio No:

04-29-14

Date	Description	Charges	Credits
04-28-14	Room Revenue	139.00	
04-28-14	Destination Marketing Fee - 3%	4.17	
04-28-14	Tourism Levy - 4%	5.73	
<b>Total</b>		<b>148.90</b>	<b>0.00</b>
<b>Balance</b>		<b>148.90</b>	

**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. #86634 4302 RT 0001

Nowicki Trip #1

Taxi fares to / from  
Edmonton Airport

*Direct Limo* Phone (780)446.7799  
 limodirect@shaw.ca  
 Airport Flat Rate Service Toll Free 1.877.446.6262  
 Date Apr 29, 2014 Amount \$ 70.00  
 From Hotel To Airport  
 GST# 863173662RT Corporate Accts: Special Rates

*Thank you. Please Call Again*

*Direct Limo* Phone (780)446.7799  
 limodirect@shaw.ca  
 Airport Flat Rate Service Toll Free 1.877.446.6262  
 Date Apr 28, 2014 Amount \$ 70.00  
 From Airport To D.T.  
 GST# 863173662RT Corporate Accts: Special Rates

*Thank you. Please Call Again*