

### Expense Disclosure Reporting Form

Name: **Erna Ference, Board Member**

For the Period: **Nov-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 21-Oct-15	Calgary	to attend Institute of Corporate Directors' Governance session.		\$71.05				\$71.05
2 Oct 28-30, 2014	Edmonton	to attend Board of Directors' Retreat and board meeting		\$365.05	\$297.80	\$47.00		\$709.85
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>\$780.90</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: \$780.90**

**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 Allowance	11/05/14	01. 10/28/2014 at 03:00 PM to 10/30/2014 at 04:00 PM - Edmonton ~ to attend Board of Directors' retreat and board meeting.	10/28/2014	10/30/2014	10/28/2014	Meals - dinner (Oct 28) and lunch (Oct 30)	\$47.00	2
Erna Ference	Mileage	11/05/14	01. 10/28/2014 at 03:00 PM to 10/30/2014 at 04:00 PM - Edmonton ~ to attend Board of Directors' retreat and board meeting.	10/28/2014	10/30/2014	10/28/2014	Mileage (745 km) Black Diamond to Edmonton r/t	\$365.05	2
Erna Ference	Mileage	11/05/14	Black Diamond to/from Calgary to attend ICD Governance session.			10/21/2014	Mileage (145 km.) Black Diamond to/from Calgary to attend ICD Governance session.	\$71.05	1

Ms Erna Ference

Room Number: 1007  
 Arrival Date: 10-28-14  
 Departure Date: 10-30-14  
 Page No: 1 of 1  
 Confirmation No 16324094

**INFORMATION INVOICE**

Folio No:

10-30-14

Date	Description	Charges	Credits
10-28-14	Room Revenue	139.00	
10-28-14	Destination Marketing Fee - 3%	4.17	
10-28-14	Tourism Levy - 4%	5.73	
10-29-14	Room Revenue	139.00	
10-29-14	Destination Marketing Fee - 3%	4.17	
10-29-14	Tourism Levy - 4%	5.73	
<b>Total</b>		<b>297.80</b>	<b>0.00</b>
<b>Balance</b>		<b>297.80</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. #105631154 RT 0001