

Expense Disclosure Reporting Form

Name: **Denis Herard, 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 26-Sep-14	Calgary	to attend Meredith Lecture (Sep 18) and Board of Directors' meeting (Sep 23)		\$67.13				\$67.13
2 Oct 28-30, 2014	Edmonton	to attend Board of Directors' Retreat and Board of Directors' meeting.		\$322.42	\$273.72	\$28.00		\$624.14
3 Nov 24-25, 2014	Edmonton	to attend Board of Directors' meeting.		\$294.00	\$136.86	\$50.00		\$480.86
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
Travel Related								\$1,172.13

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
Non-Travel Related			\$0.00

Notes

Total claimed for reporting period: \$1,172.13

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	Mileage	11/5/2014	01. 10/28/2014 at 03:00 PM to 10/29/2014 at 04:30 PM - Edmonton ~ to attend Board of Directors' retreat and board meeting.			9/26/2014	Mileage (137km) for travel to/from Meredith Lecture and for travel to/from September board meeting in Calgary.	\$67.13	1
Denis Herard	Travel Meal Allowance	11/5/2014	01. 10/28/2014 at 03:00 PM to 10/29/2014 at 04:30 PM - Edmonton ~ to attend Board of Directors' retreat and board meeting.	10/28/2014	10/29/2014	10/28/2014	Dinner (Oct 28), other meals provided.	\$28.00	2
Denis Herard	Mileage	11/5/2014	01. 10/28/2014 at 03:00 PM to 10/29/2014 at 04:30 PM - Edmonton ~ to attend Board of Directors' retreat and board meeting.	10/28/2014	10/29/2014	10/28/2014	Mileage (658 km) Calgary to Edmonton r/t	\$322.42	2
Denis Herard	Travel Meal Allowance	11/27/2014	01. 11/24/2014 at 02:30 PM to 11/25/2014 at 03:00 PM - Edmonton ~ to attend Board of Directors' meeting.	11/24/2014	11/25/2014	11/24/2014	Meals - dinner (Nov 24), breakfast/lunch (Nov 25)	\$50.00	3
Denis Herard	Mileage	11/27/2014	01. 11/24/2014 at 02:30 PM to 11/25/2014 at 03:00 PM - Edmonton ~ to attend Board of Directors' meeting.	11/24/2014	11/25/2014	11/24/2014	Mileage (600 km.) Calgary to Edmonton r/t	\$294.00	3

Herard Trip # 2

Chateau Louis

HOTEL & CONFERENCE CENTRE

Denis Herard

Room No. : 221
 Arrival : 10.28.14
 Departure : 10.30.14
 Folio No. : 123169
 Company : WCB
 Cashier : 111
 Booking No :

GUEST FOLIO

Date	Description	Charges	Credits
10.28.14	Room Charge	126.00	
10.28.14	Tourism Levy	4.56	
10.28.14	Room GST	6.30	
10.29.14	Room Charge	126.00	
10.29.14	Tourism Levy	4.56	
10.29.14	Room GST	6.30	
10.30.14			273.72

Transaction Recap		Total Charges	273.72
Description	Recap Total	Total Credits	273.72
Room GST	12.60	Balance	0.00
Tourism Levy	9.12		CAD

Guest Signature

11727 Kingsway NW, Edmonton, Alberta T5G 9A1

Phone: 780.452.7770 Fax: 780.454.3436 Toll Free Reservations: 1.800.661.9843
 chateaulouis.com info@chateaulouis.com GST 103021499

Herard Trip # 3.

Chateau Louis

HOTEL & CONFERENCE CENTRE

Denis Herard

Room No. : 221
 Arrival : 11.24.14
 Departure : 11.25.14
 Folio No. : 124707
 Company :
 Cashier : 158
 Booking No :

GUEST FOLIO

Date	Description	Charges	Credits
11.24.14	Person Charge	126.00	
11.24.14	Tourism Levy	4.56	
11.24.14	Room GST	6.30	
11.25.14			136.86

Transaction Recap		Total Charges	136.86
Description	Recap Total	Total Credits	136.86
Room GST	6.30	Balance	0.00
Tourism L	4.56		CAD

Guest Signature

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