

Expense Disclosure Reporting Form

Name: **Bob Nicolay, 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 Oct 28-30, 2014	Edmonton	to attend Board of Directors' Retreat and Board of Directors' meeting.		\$225.42	\$581.56	\$56.00		\$862.98
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	\$862.98

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: Was in Houston on Oct. 27, 2014. Airfare to Edmonton was not charged to WCB Alberta, only airport parking fee in Houston and mileage to/from airport in Houston.

Total claimed for reporting period: \$862.98

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
Bob Nicolay	Travel Meal Allowance	11/5/2014	01. 10/28/2014 at 04:15 PM to 10/30/2014 at 11:45 PM to attend Board of Directors' retreat and board meeting.	10/28/2014	10/30/2014	10/28/2014	Meals - dinner (Oct 28 and Oct 30). Other meals provided.	\$56.00	1
Bob Nicolay	Mileage	11/5/2014	01. 10/28/2014 at 04:15 PM to 10/30/2014 at 11:45 PM - Edmonton - travel to/from Houston ~ to attend Board of Directors' retreat and board meeting.	10/28/2014	10/30/2014	10/30/2014	Mileage (83 km) to/from Houston airport	\$40.67	1*

* Was in Houston on Oct. 27, 2014. Airfare to Edmonton was not charged to WCB Alberta, only airport parking fee in Houston and mileage to/from airport in Houston.



Confirmation

Your seat selection is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

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Booking Information

Booking Reference: _____

Customer Care

This is your confirmation

Air Canada
1-888-247-2262

Main Contact:
Mr Robert Nicolay

Flight Arrivals and Departures
1-888-422-7533

Online Services

- [Manage my booking](#) online (view/change my booking; select seats*)
- [Select Seats](#)
- [Maple Leaf Lounge | Meal Vouchers | On My Way](#)
- [Alert me](#) of flight status changes directly to my mobile phone or email.
- [Flight Arrivals & Departures](#) - check online if my flight is on time.
- [Check-in online](#) and print my boarding pass.

*Working in Houston week of
Oct 27 - Oct 31.
Flight not charged to WCB.*

[Can my booking be changed online?](#)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC8105 ¹	Houston, G.Bush Intercon (IAH) Tue 28-Oct 2014 16:25 - Terminal A	Calgary (YYC) Tue 28-Oct 2014 19:34	0	6hr22	CRA	Latitude, Y
AC8369 ¹	Calgary (YYC) Tue 28-Oct 2014 20:55	Edmonton, Edmonton Int'l (YEG) Tue 28-Oct 2014 21:47	0		DH3	Latitude, Y
AC8151 ¹	Edmonton, Edmonton Int'l (YEG) Thu 30-Oct 2014 16:00	Calgary (YYC) Thu 30-Oct 2014 16:50	0	6hr45	DH4	Latitude, Y
AC8106 ¹	Calgary (YYC) Thu 30-Oct 2014 18:55	Houston, G.Bush Intercon (IAH) Thu 30-Oct 2014 23:45 - Terminal A	0		CRA	Latitude, Y

Operated by:
1 Air Canada Express - Jazz

Passenger Information

1: Mr Robert Nicolay : Adult (16+), Ticket Number:

Air Canada - Aeroplan
Payment Card:
Seat Selection:

Meal Preference: **Regular**
Special Needs: **None**

Congratulations on your selection of a Preferred seat. Please read the [Terms and conditions](#).

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Nicolay
TRP #1

AIRPORT TO
HOTEL

4608 Ave of NW 7605897099
EDMONTON, AB
T6E-5G9
Term ID: 05871877

Purchase

Entry Method: C

Invoice #: 816

Total: \$ 80.00

2014/10/28 22:26:09

Seq #: 0010190080

Appr Code: 083623

Resp Code: 01/027

GST.
3.81

APPROVED
Thank You
Verified By Pin

Merchant Copy
IMPORTANT
retain this copy for your records
GST 836322529 RT1001



New South Parking

P.O. Box 60751
Houston, TX 77205
(281) 233-1730

CUSTOMER RECEIPT

Toledo Ticket Co., Toledo, OH
www.toledoticket.com

Tran	In Time	Out Time	Fee	CC#
4898	10/28 14:55	10/30 23:39	\$57.00	4507
Park #6 - Houston NO GST.				
			\$57 US=\$64.75 CAD	

YELLOW CAB

780.462.3456

GST#

Date: Oct 28/14 Amount: 20.00

Driver: _____ Car#: _____

From: Hotel Mac

To: UFA

10135-31 Avenue, Edmonton, AB T6N 1C2

Taxi fare from hotel to Alumni House

(.95
GST)

PRESTIGE CABS

780.462.4444

GST#

Date: Oct 29/14 Amount: 20.00

Driver: _____ Car#: _____

From: Alex Duskas

To: UFA

10135-31 Avenue, Edmonton, AB T6N 1C2

Taxi fare from hotel to Alumni House

Nicolav
Trip #1

Fairmont
HOTEL MACDONALD

10065 - 100 Street
Edmonton, AB, Canada T5J 0N6
T (780) 424-5181 F (780) 429-6481

Room : 0511
Folio # :
Cashier # : 1064
Page # : 1 of 1

Mr Robert Nicolav

Arrival : 10-28-14
Departure : 10-30-14
Fairmont President's Club

Date	Description	Additional Information	Charges	Credits
10-28-14	Government Rate		259.00	
10-28-14	Room - DMF		7.77	
10-28-14	Room - AB Tourism Levy		10.67	
10-28-14	Room - GST		13.34	
10-29-14				
10-29-14	Government Rate		259.00	
10-29-14	Room - DMF		7.77	
10-29-14	Room - AB Tourism Levy		10.67	
10-29-14	Room - GST		13.34	
10-30-14				
10-30-14				
10-30-14				

Total

Balance Due

0.00

GST Summary

Room	26.68
F&B	1.15
Other	0.00
Total	27.83

WCB \$581.56
GST 26.68

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I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month (18.00% per annum.)
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat) credit to my account. (At participating hotels.)

Je me porte personnellement responsable en vertu de mon engagement total de cette note au cas où la compagnie, l'association ou son représentant désigné en refusent le paiement. Les comptes en souffrance sont sujets à un intérêt de 1.5% par mois après un mois (18.00% par année).
J'ai accepté la livraison du journal The Globe and Mail. Si j'avais refusé, j'aurais pu obtenir un crédit à mon compte de 1.00\$ par jour (du Lundi au Vendredi) et de 2.00\$ le Samedi. (Dans les hôtels participants.)

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