

Expense Disclosure Reporting Form

Name: Grace Thostenson, 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. | | \$293.02 | \$297.80 | \$34.00 | | \$624.82 |
| 2 18-Nov-14 | Edmonton | to attend HR&C Committee meeting. | | \$291.06 | | | | \$291.06 |
| 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 | \$915.88 |

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: \$915.88

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 |
|------------------|-----------------------|----------------|--|-----------------|---------------|--------------------|--|---------------------------------|------------------------|
| Grace Thostenson | Travel Meal Allowance | 11/6/2014 | 01. 10/28/2014 at 01:00 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) | \$34.00 | 1 |
| Grace Thostenson | Mileage | 11/6/2014 | 01. 10/28/2014 at 01:00 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 (296 km.) Calgary to Edmonton | \$145.04 | 1 |
| Grace Thostenson | Mileage | 11/6/2014 | 01. 10/28/2014 at 01:00 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 | 10/30/2014 | Mileage (302 km.) Edmonton to Calgary | \$147.98 | 1 |
| Grace Thostenson | Mileage | 11/27/2014 | 01. 11/18/2014 at 07:15 AM to 11/18/2014 at 05:30 PM - Edmonton ~ to attend HR&C Committee meeting. | 11/18/2014 | 11/18/2014 | 11/18/2014 | Mileage (594 km) Calgary to Edmonton r/t | \$291.06 | 2 |

Thostenson Trip #1

Ms Grace Thostenson

Room Number: 1105
 Arrival Date: 10-28-14
 Departure Date: 10-30-14
 Page No: 1 of 1
 Confirmation No 16324095

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 | |
| 10-30-14 | | | 297.80 |
| Total | | 297.80 | 297.80 |
| Balance | | 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. #105631154 RT 0001