

Expense Disclosure Reporting Form

Name: Philip Hughes, Board Member

For the Period:

Nov-18

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	15-Nov-18	Edmonton	To attend CEO recruitment interviews	\$628.16	\$240.00		\$11.00	\$879.16
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								\$879.16

Notes

Non-travel related Expenditures (Business meals, etc...)

Dates	Purpose	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: \$879.16

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
Philip Hughes	Travel Meal Allowance	11/21/2018	01. 11/15/2018 at 07:00 AM to 11/15/2018 at 06:30 PM - Edmonton ~ to attend CEO recruitment interviews	11/15/2018	11/15/2018	11/15/2018	Meals - Nov 15 (breakfast)	\$11.00	1



YOUR BOOKING IS
CONFIRMED

Booking Reference :

Travel booked/ticket issued on:07 November 2018

Passengers

✎ Mr. Philip G Hughes

Seats

Ticket Number

Depart

Economy - Comfort

Thursday
15 Nov, 2018

07:00
Calgary
Calgary Int. (YYC), Canada



07:56
Edmonton
Edmonton Int. (YEG), Canada

0 hr 56
AC8130 Economy (V)
Operated by Air Canada Express - Jazz Dash 8-300

07-Nov-18

 Return

Economy - Comfort

Thursday
15 Nov, 2018

17:25
Edmonton
Edmonton Int. (YEG), Canada



18:20
Calgary
Calgary Int. (YYC), Canada

 **0 hr 55**
AC8155 Economy (V)
Operated by Air Canada Express - Jazz Q400

Purchase summary

1 Adult




Air Transportation Charges

Base Fare - Departing Flight - Economy - Comfort	250.00
Base Fare - Return Flight - Economy - Comfort	250.00
Surcharges	24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	29.91
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	60.00
GRAND TOTAL - Canadian dollars	628.16

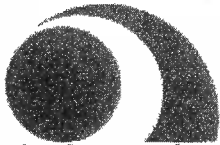
 CANADA, U.S.: 1 (888) 247-2262



Philip G Hughes

From:
Sent: Wednesday, November 7, 2018 1:56 PM
To:
Subject: Booking Confirmation (Philip Hughes DOS: 11/15/2018 5:00 AM / 05:00)
Attachments: Confirmation.pdf; calendar.ics

Thank you for using Ambassador Limousine Service. Please review your confirmation carefully and call us immediately if you feel that there are any errors. We appreciate your business and welcome feedback.



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Limousine Service

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316 Meridian Road SE
Calgary, AB T2A 1X2
403-299-4910 | www.thecheckergroup.com/limo
reservations@chkkr.net
GST: 89950 4831 RT 0001

Confirmation #:
Pick-up Time: 5:00 AM / 05:00

Vehicle Type: Sedan
Ref. PO / Cost Code:
Ordered By: Philip Hughes

Booking Confirmation

Trip Date: Thursday, November 15, 2018
Trip Type: Hourly
Trip Category: Departure
Payment Terms: Process Credit Card

Customer: **Hughes/Philip**
Passenger (Total): **Philip Hughes (1)**
Passenger Cell #:
Corporate Client:
Fax #:

Trip Routing Information

Pick-up: 11/15/2018 5:00 AM / 05:00 (Thu) -
Departure: 11/15/2018 5:00 AM / 05:00 (Thu) - YYC - Calgary International Airport [2000 Airport Road NE, Calgary, AB]

Credit Card:

Estimated Charges

Base Charges:	1 @ 75.00 = 75.00
Gratuity:	11.25
Fuel Fee:	7.50
GST:	4.31
PH Discount:	-7.50

TOTAL: \$90.56

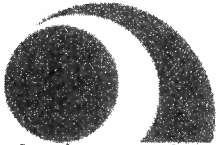
Terms & Conditions

*Nov 15.
to Calgary airport.
per P. Hughes
expense 60.-*

Philip G Hughes

From:
Sent: Wednesday, November 7, 2018 1:56 PM
To:
Subject: Booking Confirmation (Philip Hughes DOS: 11/15/2018 6:20 PM / 18:20)
Attachments: Confirmation.pdf; calendar.ics

Thank you for using Ambassador Limousine Service. Please review your confirmation carefully and call us immediately if you feel that there are any errors. We appreciate your business and welcome feedback.



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reservations@chkr.net
GST: 89950 4831 RT 0001

Booking Confirmation

Trip Date: Thursday, November 15, 2018
Trip Type: Hourly
Trip Category: Arrival
Payment Terms: Process

Confirmation #:
Pick-up Time: 6:20 PM / 18:20

Vehicle Type: Sedan

Ref. PO / Cost Code:

Ordered By: Philip Hughes

Trip Notes: No luggage

Customer: **Hughes/Philip**

Passenger (Total): **Philip Hughes (1)**

Passenger Cell #:

Corporate Client:

Fax #:

Trip Routing Information

Meet Information: Complimentary airport meet and greet service. A chauffeur bearing a printed meet and greet sign will meet in one of two places, depending on the flight. Domestic Arrivals: Guests will be met just prior to baggage claim. International Arrivals: Guests will be met directly outside of Customs.

Arrival: 11/15/2018 6:20 PM / 18:20 (Thu) - YYC - Calgary International Airport [2000 Airport Road NE, Calgary, AB], Air Canada, #8155, Edmonton International Airport

Drop-off:

Credit Card:

Estimated Charges

Base Charges:	1 @ 75.00 = 75.00
Gratuity:	11.25
Fuel Fee:	7.50
GST:	4.91
PH Discount:	-7.50
Airport Parking Fee:	12.00
TOTAL:	\$103.16

NOV 15. Calgary airport to home

*per P. Hughes
expense 60.-*

PRESTIGE 0000
CABS

780.462.4444

GST# _____

Date: Nov 15, 18

Amount: 170.2

Driver: Wahood

Car#: _____

From: AP

To: VOFA IRT

10135-31 Avenue, Edmonton, AB T6N 1C2

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per P. Hughes expense 120. —
to / from Edmonton airport Nov. 15.