

## Expense Disclosure Reporting Form

**Name:** Douglas R. Mah, Secretary & General Counsel

**For the Period:**

**Oct-13**

### 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 Dec 9-11, 2013	Ottawa	Business Meetings - Supreme Court of Canada	\$782.01					\$782.01
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>Travel Related</b>								<b>\$782.01</b>

[Notes](#)

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

Dates	Purpose	Expense Category	Total
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
<b>Non-Travel Related</b>			<b>\$0.00</b>

[Notes](#)

**Total claimed for reporting period: \$782.01**

Attend Supreme Court of Canada.

Search Select Review Passengers Purchase Seats Itinerary

Itinerary/Receipt

**Itinerary/Receipt**

Your booking 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.



**Booking Information**

Booking Reference: [REDACTED]

**Customer Care**

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Air Canada**  
1-888-247-2262

**Main Contact:**  
Mr Douglas Mah

**Flight Arrivals and Departures**  
1-888-422-7533

[REDACTED]  
[REDACTED]  
[REDACTED]

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC192	Edmonton, Edmonton Int'l (YEG) Mon 09-Dec 2013 11:25	Ottawa, Ottawa Int'l (YOW) Mon 09-Dec 2013 17:22	0	3hr57	E90	Flex, L	F
AC193	Ottawa, Ottawa Int'l (YOW) Wed 11-Dec 2013 08:00	Edmonton, Edmonton Int'l (YEG) Wed 11-Dec 2013 10:39	0	4hr39	E90	Flex, L	F

F: Food for purchase on board. All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

**Passenger Information**

1: Mr Douglas Mah : Adult (16+), Ticket Number: 0142127162848

Frequent Flyer Prog : None Meal Preference: None  
 Payment Card: xxxx-xxxx-xxxx- [REDACTED] Special Needs: None  
 Seat Selection: AC192 22C , AC193 21C

2: [REDACTED]

[REDACTED] Meal Preference: None  
 [REDACTED] Special Needs: None  
 [REDACTED]

**Purchase Summary**

**Fare Summary**

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	329.00
Return Flight - Flex	309.00
Surcharges	46.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	36.16
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	2.60
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	782.01
Number of passengers	2
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	[REDACTED]

**Payment Information**

Credit/Debit Card xxxx-xxxx-xxxx- Amount paid:   
 The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$782.01 (Airfare - per ticket)

Ticket number(s): 0142127162848, 0142127162849

## Fare Rules

**Departing Flight** Edmonton (YEG) To Ottawa (YOW) - Flex

**Return Flight** Ottawa (YOW) To Edmonton (YEG) - Flex

### • Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

### • Cancellations:

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
- Read complete fare rules applicable to this fare.

## Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide .

### Carry-on Baggage

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details.

### Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

**Departing Flight :** Edmonton (YEG) To Ottawa (YOW) - Flex

**Return Flight :** Ottawa (YOW) To Edmonton (YEG) - Flex

	1st bag:	2nd bag:
Regular Baggage Allowance	<b>Complimentary</b>	<b>\$20.00 CAD</b> + taxes* per direction
	Max. weight per bag: 23 kg (50 lb) Max. linear dimensions per bag: 158 cm (62 in)	

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to 1st and 2nd bag fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to the 2nd bag fee. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to the 2nd bag fee. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

View Air Canada's additional checked baggage policy.

View the additional checked baggage policy of Air Canada's codeshare and interline partners.