

Expense Disclosure Reporting Form

Name: Erna Ference, Board Member

For the Period: Oct-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 18-Sep-14	Calgary	to attend Meredith Lecture		\$78.40				\$78.40
2 Sep 23-24	Calgary	to attend board dinner and Board of Directors' meeting held in Calgary		\$88.20				\$88.20
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	\$166.60

Notes

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

Dates	Purpose	Expense Category	Total
1 21-Oct-14	ICD Governance Session in Calgary	Seminar	\$57.75
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
			\$57.75

Notes

Total claimed for reporting period: \$224.35

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
Erna Ference	mileage	9/30/2014	Mileage (160 km) - Okotoks to Calgary office and return	9/18/2014	9/18/2014	10/1/2014	To attend Meredith Lecture.	\$78.40	1
Erna Ference	mileage	9/30/2014	Mileage (180 km) - Black Diamond to Calgary office and return	9/23/2014	9/24/2014	10/1/2014	To attend Board of Directors' meeting.	\$88.20	2



Order Confirmation
admin
to:

Erna Ference
Non-travel related

10/03/2014 11:38 AM

Hide Details

From: <

To:

Institute of Corporate Directors

2701-250 Yonge Street, Toronto, ON M5B 2L7

Order Number 59461

Order Date 10/3/2014

Order Total 57.75

Payment Method *****

Name on Card

Qty	Item	Price	Total
1	Strategy: The Evolving Roles of Management and the Board - Ms Erna M Ference, ICD.D When: 10/21/2014 - 10/21/2014 Where: Calgary Petroleum Club 319 5 Ave SW Calgary, AB T2P 0H9	55.00	55.00
Item Total			55.00
Shipping			0.00
Handling			0.00
GST			2.75
Transaction Grand Total			57.75

GST# 12179 8201

QST# 12048 55478