

Expense Disclosure Reporting Form

Name: Wendy King, VP Operations & Chief Information Officer

For the Period: Oct-15

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	28-Sep-15	Calgary	To attend Board of Directors & Committee meetings					\$284.20
2	4-Nov-15	New York	To attend Accenture Meeting		\$862.27			\$862.27
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								\$1,146.47

Notes

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

Dates	Purpose	Total
1	26-Oct-15 Business lunch with external party	38.53
2	24-Sep-15 Parking to attend Meredith Lecture at Citadel Theatre, Edmonton	\$10.00
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		\$48.53

Notes

Total claimed for reporting period: \$1,195.00

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
Wendy King	Mileage	10/7/2015	01. 09/28/2015 at 10:00 AM to 09/29/2015 at 05:00 PM - Edmonton-Calgary-Edmonton ~ to attend BOD and Committee meetings in Calgary office	9/28/2015	9/29/2015	9/28/2015	Mileage costs - driving from Edmonton office to Calgary office and return to attend BOD/Committee meeting.	\$284.20	2

Payment

Travel insurance

At WestJet, we understand how important your travel plans are to you. This is why we recommend RBC Insurance to offer you dependable insurance coverage for your trip.



RBC Insurance

Guest name	Age
adult - Ms Wendy Jean Gosse	46

Deluxe Package - Most comprehensive		Show details Compare	
<input checked="" type="checkbox"/> Emergency Medical	<input checked="" type="checkbox"/> Baggage & Personal effects	Total:	\$120.00 CAD
<input checked="" type="checkbox"/> Cancellation, Interruption or delay	<input checked="" type="checkbox"/> Flight Accident	Taxes:	\$0.00 CAD
		Total including taxes:	\$120.00 CAD

Classic Medical		Show details Compare	
<input checked="" type="checkbox"/> Emergency Medical	<input checked="" type="checkbox"/> 24-hour, multilingual emergency medical assistance	Total:	\$32.00 CAD
		Taxes:	\$0.00 CAD
		Total including taxes:	\$32.00 CAD

Cancellation & Interruption		Show details Compare	
<input checked="" type="checkbox"/> Financial protection	<input checked="" type="checkbox"/> Cancellation, Interruption or delay	Total:	\$79.00 CAD
		Taxes:	\$0.00 CAD
		Total including taxes:	\$79.00 CAD

No thanks, I don't need travel insurance.

All insurance is subject to terms and conditions. Please read the RBC Travel Insurance Policy Brochure to ensure you understand what is

My cart

Flights

Edmonton (YEG) Depart: Wed Nov 4, 7:00 AM

New York (LaGuardia) (LGA) Arrive: Wed Nov 4, 4:06 PM

New York (LaGuardia) (LGA) Depart: Sun Nov 8, 11:55 AM

Edmonton (YEG) Arrive: Sun Nov 8, 8:15 PM

Air transportation charges (ATC)

1 adult - base fare: \$538.99 CAD

Other ATC: \$15.00 CAD

Taxes, fees and charges: \$201.88 CAD

Total with taxes: \$755.87 CAD

+ Seats

Total and taxes: \$106.40 CAD

Total price: \$862.27 CAD

UPPER CRUST CATERERS L
10909 86 AVE T6G0W8
EDMONTON AB
01859941

PURCHASE

10-26-2015 12:38:33

Exp Date ' / ' Card Type MC
Name: WENDY GOSSE

Trace # 130021 Operator 011
FB2234750001
Auth # 614383 RRN 001901022

Purchase \$33.50
Tip \$5.03
Total \$38.53

Retain this copy for your
records
Customer copy

CITY OF EDMONTON
LIBRARY PARKADE
GST # 119326270 RT0001

Rcpt# 39490
09/24/15 15:06 L# 1 A# 43 Txn#307262
09/24/15 13:07 In 09/24/15 15:06 Out
Tkt# 721940
Regular Rate \$ 9.52
Total Tax \$ 0.48
Total Fee \$ 10.00
CASH PAID \$ 10.00-
Cash Tender \$ 20.00
Change Due \$ 10.00

THANK YOU
COME AGAIN

- Meredith
- Paid Cash.