

## Expense Disclosure Reporting Form

**Name:** Mary Phillips-Rickey, Board Member

**For the Period:**

**Oct-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								\$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
							<b>Travel Related</b>	<b>\$0.00</b>

[Notes](#)

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

Dates	Purpose	Total
1	30-Oct-18 Registration fee to attend Institute of Corporate Directors Governance session	\$65.00
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
		<b>Non-Travel Related</b>
		<b>\$65.00</b>

[Notes](#)

**Total claimed for reporting period: \$65.00**



Institute of Corporate Directors  
 Institut des administrateurs de sociétés

2701-250 Yonge Street  
 Toronto, ON M5B 2L7

# RECEIPT

GST Remittance Number: 12179 8201

QST Remittance Number: 1204855478

Invoice No. 57380

Sold  
 To:

Workers' Compensation Board - Alberta  
 9925-107 St  
 PO Box 2415  
 Edmonton AB T5J 2S5

Ship  
 To: Ms Mary V M Phillips-Rickey

Edmonton AB T5R 0P3

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
126100		10/18/2018	120443	Upon Receipt	10/18/2018
Qty	Description	Unit Price	Extended Price		
1	Artificial Intelligence and Machine Learning : Why Directors Edomonton Chpater Breakfast Event  10/30/2018 - 10/30/2018 Edmonton, AB, Canada  EDBK181030/REG Artificial Intelligence and Machine Learning : Why Directors	65.00	65.00		
GST/HST: 0.00		Total PST/QST: 0.00			
Line Item Total	Other	Tax	Subtotal	Amount Received	Amount Due
65.00			65.00	65.00	0.00

**Refund & Cancellation Policy**

To be eligible for a full refund, cancellations must be received in writing 72 hours prior to the event date.  
 If you register for an event and do not attend, you are liable for the full event fee. If you are unable to attend, you may transfer your ticket to someone else. However, please note that if your replacement has a different membership status with an associated price differential, you will be either credited or charged the balance after the event.

All refund requests must be emailed to the Chapter Administrator or [events@icd.ca](mailto:events@icd.ca) <<mailto:events@icd.ca>>.

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