

Expense Disclosure Reporting Form

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

For the Period:

Sep-19

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	16-Sep-19	Calgary						
		To attend WCB Board Committee and Board meeting						
2								\$391.06
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								\$391.06

[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: \$391.06

Expense Disclosure Reporting Form

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
Mary Philips-Rickey	Travel Meal Allowance	9/20/2019	01. 09/16/2019 at 05:00 AM to 09/17/2019 at 06:00 PM - Calgary ~ Committee and Board meetings on September 16 & 17 2019 in WCB's Calgary office	9/16/2019	9/17/2019	9/16/2019	Sept 16: 1 breakfast + 1 dinner, Sept 17: 1 per diem allowance	\$43.00	1



Fwd: Red Arrow Itinerary/Receiptrickey

09/17/2019 08:33

For expenses

Sent from my iPhone

Begin forwarded message:

From: Red Arrow Reservations <itinerary@redarrow.ca>
Date: September 5, 2019 at 1:11:39 PM MDT
To:
Subject: Red Arrow Itinerary/Receipt



ITINERARY/RECEIPT

2019-09-05

You can reach us at:

Website User

Corporate Sales

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
	2019-09-05				2019-09-16	2019-09-17		Website User

Travellers:

Phillips-Rickey/Mary

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
ECEXP 06:00.	3 hrs 20 mins		1	\$ 67.62	\$ 71.00
Assigned to:					
Departs Edmonton (EDMTO / ETO 10014 104 St) at 06:00 on 2019-09-16.					
Arrives Calgary (CALTO / CTO 205 9 Ave SE) at 09:20 on 2019-09-16. (3 hrs 20 mins)					

CEEXP 16:30. 3 hrs 20 1 \$ 67.62 \$
Assigned to: mins 71.00
Departs Calgary (CALTO / CTO
205 9 Ave SE) at 16:30 on 2019-
09-17.
Arrives Edmonton (EDMTO /
ETO 10014 104 St) at 19:50 on
2019-09-17. (3 hrs 20 mins)

Payments Received

DATE	GUEST	REFERENCE	AMOUNT
2019-09-05	Mary Phillips-Rickey		\$ 142.00

Base Price:	\$ 135.24
Discounts:	\$ 0.00
Service Charges:	\$ 0.00
GST:	\$ 6.76
Invoice Total:	\$ 142.00
Payments Received:	\$ 142.00
Balance Due:	\$ 0.00

PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN. PLEASE CHECK IN 15 MINUTES PRIOR TO DEPARTURE

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M departures (prior to time of originating departure point); 3 hours notice prior to P.M. departures (prior to time of originating departure point) must be given. All Camrose Departures require 30 minutes notice. December 14 - January 4 to cancel or make any changes to a reservation we require 24 hours notice. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change. Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. **Red Arrow will not be responsible for the loss of or damage to checked luggage in excess of stated maximum liability. In addition, Red Arrow does not accept liability to loss of or damage to unchecked baggage carried on board. For the full policy, please visit www.redarrow.ca or view the policy posted on our information boards at our Ticket Offices** **Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time** Corporate Billing Accounts: Payment due 30 days after completion of trip.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

Thank you for booking with Red Arrow Motorcoach. We appreciate your business!

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication

YELLOW CAB

From home to Red Arrow

780.462.3456

call or text your address to book your cab

Mary Phillip Baker

GST# _____

Date: Sept 15, 2019 Amount: 17.00

Driver: Aman Car#: 619

From: _____

To: Red Arrow downtown

10135-31 Avenue, Edmonton, AB T6N 1C2

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Mary Phillip Baker

ALLIED BLACK
LIMO & TAXI
To Calgary
WCB from
North Red Arrow



Try our **ON-DEMAND** Taxi app
Connecting you Directly with your Driver


alliedblack.com

Driver 11054 Date 16/09/2019

Car # 370 Amount 13

GST Included # _____

YELLOW CAB 780.462.3456
call or text your address to book your cab

GST# _____
Date: 12/09/19 Amount: 20.00
Driver: Esoyus Car#: 55
From: 104 100 ave
To: _____
10135-31 Avenue, Edmonton, AB T6N 1C2 

Other Transportation:

Red Arrow - \$142.00

Taxi from home to Red Arrow station - \$17.00

Taxi from Red Arrow station to WCB Calg office - \$13.00

Taxi - from Red Arrow/Edmonton to home - \$20.00

Total - \$192.00

Sheraton Cavalier Hotel Calgary
 2620 32 Avenue N.E.
 Calgary, AB T1Y 6B8
 Canada
 Tel: 403-291-0107 Fax: 403-291-2834



Mary Philips-Rickey
 WO2210 - Workers Compensation Board Sep

Page Number : 1
 Guest Number :
 Folio ID :
 Arrive Date : 16-SEP-19 15:50
 Depart Date : 17-SEP-19 07:03
 No. Of Guest : 1
 Room Number :
 Marriott Bonvoy Number :

Tax Invoice

Tax ID : GST- r100846435

Sheraton Caval YYCSC SEP-17-2019 07:03 GARY

Date	Reference	Description	Charges (CAD)	Credits (CAD)
16-SEP-19	RT627	Room Chrg - Grp - Government	139.00	
16-SEP-19	RT627	GST	7.16	
16-SEP-19	RT627	ALberta TL Tax	5.73	
16-SEP-19	RT627	DMF	4.17	
17-SEP-19				-156.06

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 2620 32 Avenue N.E.
 Calgary, AB T1Y 6B8
 Canada
 Tel: 403-291-0107 Fax: 403-291-2834



Mary Philips-Rickey
 WO2210 - Workers Compensation Board Sep

Page Number : 2
 Guest Number :
 Folio ID :
 Arrive Date : 16-SEP-19 15:50
 Depart Date : 17-SEP-19 07:03
 No. Of Guest : 1
 Room Number :
 Marriott Bonvoy Number :

** Total	156.06	-156.06
*** Balance	-0.00	

Amount (CAD)

0.00
 0.00
 0.00
 0.00
 0.00

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