

## Expense Disclosure Reporting Form

**Name:** Guy Kerr, President & CEO

**For the Period:**

Sep-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
8-Sep-14	Toronto	AWCBC (Association of Workers Compensation Boards of Canada) Governance session Sept 28-30/2014 (Trip subsequently cancelled -- seat selection refunded and \$436.96 put in WJ Travel Bank)	\$515.71					\$515.71
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
<b>Travel Related</b>								<b>\$515.71</b>

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

Dates	Purpose	Expense Category	Total
17-Sep-14	Institute of Corporate Directors Edmonton Chapter Breakfast Oct 15, 2014	seminars, etc	\$65.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Non-Travel Related</b>			<b>\$65.00</b>

Notes

**Total claimed for reporting period: \$580.71**



Reservation Confirmation  
WestJet Airlines  
to:  
Guy Kerr  
09/04/2014 03:09 PM  
Sent by:  
<noreply@itinerary.westjet.com>  
Hide Details  
From: WestJet Airlines <noreply@itinerary.westjet.com>  
To: Guy Kerr  
Sent by: <noreply@itinerary.westjet.com>



WestJet  
22 Aerial Place N.E.  
Calgary, Alberta,  
Canada  
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary.

Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight.

This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

## Booking Confirmation

Your reservation code is:

Main contact: Mr Guy Kerr  
E-mail:  
Phone Number: '

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the [following details](#) as there are some differences in allowances and amenities from flights on our larger WestJet Boeing 737 aircraft.

If you are flying to Dublin, there are also some [specific regulations](#) you should be aware of before you leave.

## Guest

Mr. Guy Kerr	Flight	Edmonton (YEG)-Toronto (YYZ), Toronto (YYZ)-Edmonton (YEG)
	WestJet FF	
	Ticket Number	
	Seat	YEG-YYZ: 6D;YYZ-YEG: 5C

## Air Itinerary Details

WS434 WestJet	Edmonton, CA Sun 28 Sep, 2014 09:50 AM	Toronto, CA Sun 28 Sep, 2014 03:28 PM	Fare type: Econo Non-stop
WS427 WestJet	Toronto, CA Tue 30 Sep, 2014 06:45 AM	Edmonton, CA Tue 30 Sep, 2014 08:51 AM	Fare type: Econo Non-stop

## Fare breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
adult	CAD 374.00	CAD 46.00	CAD 95.71	CAD 515.71	x 1	CAD 515.71

Total airfare: CAD 515.71

## Tax details

Rate code	Description	Amount
XG	Goods and Services Tax (GST)	CAD 23.21
RC	Harmonized Sales Tax (HST)	CAD 3.25
CA	Air Travellers Security Charge (ATSC)	CAD 14.25
SQ	Airport Improvement Fee (AIF)	CAD 55.00
		<b>Total taxes: CAD 95.71</b>

} 26.46

## Fare family benefits

### YEG-YYZ: Econo Seat Sale Benefits

- One complimentary checked bag <sup>1</sup>
- Fully refundable if cancelled within 24 hours of booking <sup>2</sup>
- Advanced seat selection - \$5-34.50 <sup>1</sup>
- \$75-86.25 itinerary change fee + applicable fare difference
- \$75-86.25 name change fee
- \$75-86.25 cancellation fee, balance credited toward future WestJet flight purchases <sup>3</sup>

<sup>1</sup> Not applicable on flights operated by our airline partners

<sup>2</sup> Excluding flights departing within 24 hours of booking

<sup>3</sup> Non-refundable to original form of payment

## Fare family benefits

### YYZ-YEG: Econo Seat Sale Benefits

- One complimentary checked bag <sup>1</sup>
- Fully refundable if cancelled within 24 hours of booking <sup>2</sup>
- Advanced seat selection - \$5-34.50 <sup>1</sup>
- \$75-86.25 itinerary change fee + applicable fare difference
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<sup>1</sup> Not applicable on flights operated by our airline partners

<sup>2</sup> Excluding flights departing within 24 hours of booking

<sup>3</sup> Non-refundable to original form of payment

## Seats

Regular seat	WS 434 YEG - YYZ Seat 6D Mr Guy Kerr	CAD 20.00 + CAD 1.00 Tax
Regular seat	WS 427 YYZ - YEG Seat 5C Mr Guy Kerr	CAD 20.00 + CAD 1.00 Tax
		<b>Total Seats: CAD 42.00</b>

## Total

Charged to MASTERCARD	CAD 515.71
Charged to MASTERCARD	CAD 42.00



Itinerary confirmation

*cancelled flight*

Thank you for choosing WestJet. You can find details about your booking below.

Your reservation code is:

Guest details

Mr Guy Kerr Flight Edmonton (YEG)-Toronto (YYZ), Toronto (YYZ)-Edmonton (YEG)  
 WestJet FF  
 Ticket number  
 Seat YEG-YYZ YYZ-YEG  
 6D 5C

Air itinerary details

Edmonton (YEG) Toronto (YYZ) WS 434 Fare type: Econo  
 Sun Sep 28 2014, 9:50 AM Sun Sep 28 2014, 3:28 PM WestJet Non stop  
 Boeing 737-700  
 Toronto (YYZ) Edmonton (YEG) WS 427 Fare type: Econo  
 Tue Sep 30 2014, 6:45 AM Tue Sep 30 2014, 8:51 AM WestJet Non stop  
 Boeing 737-700

Pricing breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
Adult	\$374.00	\$46.00	\$95.71	\$515.71	x 1	\$515.71 CAD

YEG-YYZ: Econo fare type benefits

- One complimentary checked bag <sup>1</sup>
- Fully refundable if cancelled within 24 hours of booking <sup>2</sup>
- Advanced seat selection - \$5-34.50 <sup>1</sup>
- \$75-86.25 itinerary change fee + applicable fare difference
- \$75-86.25 name change fee
- \$75-86.25 cancellation fee, balance credited toward future WestJet flight pu

<sup>1</sup> Not applicable on flights operated by our airline partners  
<sup>2</sup> Excluding flights departing within 24 hours of booking  
<sup>3</sup> Non-refundable to original form of payment

YYZ-YEG: Econo fare type benefits

- One complimentary checked bag <sup>1</sup>
- Fully refundable if cancelled within 24 hours of booking <sup>2</sup>
- Advanced seat selection - \$5-34.50 <sup>1</sup>
- \$75-86.25 itinerary change fee + applicable fare difference
- \$75-86.25 name change fee
- \$75-86.25 cancellation fee, balance credited toward future WestJet flight pu

<sup>1</sup> Not applicable on flights operated by our airline partners  
<sup>2</sup> Excluding flights departing within 24 hours of booking  
<sup>3</sup> Non-refundable to original form of payment

*GK had to cancel trip*  
*Dave VERRICKY ATTENDED on his behalf.*  
*Symposium Registration transferred to Dave Verluckey*  
*Cancelled flight:*  
*\$42.00 Refunded to MC (seat)*  
*\$436.96 TO TRAVEL BANK (1yr)*  
*\$78.75 PENALTY (\$75+3.75 gst)*

Total airfare: **\$515.71 CAD**

**Seats**

Regular seat	WS 0434 YEG-YYZ Seat 6D Mr Guy Kerr	\$20.00 CAD + \$1.00 CAD tax
Regular seat	WS 0427 YYZ-YEG Seat 5C Mr Guy Kerr	\$20.00 CAD + \$1.00 CAD tax

Total seats: **\$42.00 CAD** *Returned to MC.*

**Earn WestJet dollars. Pay when you pick up your car. Book now.**

Reserve now and pay when you pick up your vehicle.  
 All displayed quotes include taxes and fees. Click on the arrows to see other options.  
 Pick-up from: Toronto (YYZ) Sun Sep 28 2014, 3:58 PM  
 Drop-off to: Toronto (YYZ) Tue Sep 30 2014, 5:45 AM

Economy 4 Door, Automatic, AC	Intermediate 3 Door, Automatic, AC	Compact 2 Door, Automatic, AC	Full-Size 3 Door, Automatic, AC
			
<b>Budget</b>	<b>Enterprise</b>	<b>Hertz</b>	<b>Enterprise</b>
Total price <b>\$185.40 CAD</b> (includes taxes and fees) \$92.70 CAD/day	Total price <b>\$195.64 CAD</b> (includes taxes and fees) \$97.82 CAD/day	Total price <b>\$204.82 CAD</b> (includes taxes and fees) \$102.41 CAD/day	Total price <b>\$176.10 CAD</b> (includes taxes and fees) \$88.05 CAD/day
<b>SELECT</b> Rate details	<b>SELECT</b> Rate details	<b>SELECT</b> Rate details	<b>SELECT</b> Rate details

WestJet Rewards members earn 1% back in WestJet dollars on car rentals booked at westjet.com.\*  
 \* WestJet dollars will be awarded on the cost of your rental before taxes, fees and charges.

**Add a hotel. Earn WestJet dollars. Get great rates. Book now.**

All rates include taxes, fees and surcharges. Click on the arrows to see other options.  
 Check-in: Sun Sep 28 2014 Check-out: Tue Sep 30 2014  
 Nights: 2 Occupancy: 1 adult

Howard Johnson Hotel Toronto Yorkville	Urban Living Suites	Hotel Carlingview Toronto Airport	Days Inn Brampton
<b>\$197.08 CAD</b> Avg. Nightly Rate: \$98.54 CAD	<b>\$244.76 CAD</b> Avg. Nightly Rate: \$122.38 CAD	<b>\$214.94 CAD</b> Avg. Nightly Rate: \$107.47 CAD	<b>\$172.86 CAD</b> Avg. Nightly Rate: \$86.43 CAD
Standard Room, 1 King	Junior Studio, 1 Double	Standard Room, 2	Standard Room, 1



Refund to Account

WestJet

to:

guy.kerr

09/25/2014 02:13 PM

Hide Details

From: WestJet <travelbank@westjet.com>

To: <

Please respond to <travelbank@westjet.com>



Hello GUY KERR

A credit has been processed and issued to your WestJet Travel Bank. You can access your Travel Bank at any time by signing into your WestJet account at

Account

Travel Bank Refund 436.96

Your cancellation has been processed

Travel Bank credits can be used to pay for future travel with WestJet, excluding group bookings, WestJet Vacations packages, and flights with partner airlines. You can redeem your Travel Bank credits online by signing in to your WestJet account before booking, or call us at 1-888-937-8538 (1-888-WESTJET).

For more information about fraudulent transactions involving WestJet Travel Bank credits for sale, please visit [www.westjet.com](http://www.westjet.com)

Regards,

WestJet

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Bed <b>SELECT</b> View hotel	Bed <b>SELECT</b> View hotel	Queen Beds, Non Smoking - Non Refundable <b>SELECT</b> View hotel	Queen Bed <b>SELECT</b> View hotel
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[SHOW ALL HOTELS](#)

WestJet Rewards members earn 1% back in WestJet dollar on hotels booked at westjet.com.\*  
\* WestJet dollars will be awarded on the cost of your hotel stay before taxes, fees and charges.

Charged to MASTERCARD ..	\$515.71 CAD
Charged to MASTERCARD ..	\$42.00 CAD
<b>Total:</b>	<b>\$557.71 CAD</b>

### Important details

WestJet permits one piece of carry-on baggage and one personal item on board. If you are on a flight operated by one of our partners, your allowance may be different - [learn more](#). All carry-on baggage must pass through security. Make sure your carry-on complies and avoid having to surrender your personal items. Review what you can - and can't - take on your flight by visiting our [restricted items info page](#) or [catsa.gc.ca](#).



Your checked baggage allowance depends on the aircraft you are travelling on, the fare option purchased and the destination you are travelling to or from. You may be permitted additional items, or items that are overweight or oversized in checked baggage. For more details, please see [Checked and excess baggage](#).



Use web check in to print your boarding pass and select your seat for free. This service is available as early as 24 hours (and up to 60 minutes) before your scheduled flight. Selecting some seats requires a fee.



Identification and travel documents required vary based on where you are travelling and may change based on your nationality. Visit our [ID requirements section](#) for more information.



Do you have a special need? For information on travelling with oxygen, assistive devices, or a service animal see [Guests with special needs](#).



We know how valuable your time is. To ensure we are able to depart and arrive as scheduled, please be sure you are through security and at your departure gate 30 minutes prior to your flight's scheduled departure time. If you arrive at the gate less than 10 minutes prior to departure and the aircraft is already boarded you will be denied boarding.

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Institute of Corporate Directors  
 Institut des administrateurs de sociétés

# RECEIPT

2701-250 Yonge Street  
 Toronto, ON M5B 2L7

Invoice No. 31866

Sold To: Mr Guy Kerr  
 President & CEO  
 Workers' Compensation Board - Alberta  
 9925- 107 Street, P.O. Box 2415  
 Edmonton AB T5J 2S5

Ship To: Mr Guy Kerr  
 President & CEO  
 Workers' Compensation Board - Alberta  
 9925- 107 Street, P.O. Box 2415  
 Edmonton AB T5J 2S5

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
		9/16/2014	58497	Upon Receipt	9/18/2014

Qty	Description	Unit Price	Extended Price
1	The Relationship Between the CEO and Chair ICD Edmonton Chapter Breakfast Session  10/15/2014 - 10/15/2014 Edmonton, AB  EDBK141015/REG ICD Edmonton Chapter Session	65.00	65.00

Line Item Total	Other	Tax	Subtotal	Amount Received	Amount Due
65.00			65.00	65.00	0.00

Total GST/HST:0.00  
 Total PST/QST:0.00  
 GST Remittance Number:12179 8201  
 QST Remittance Number: 1204855478