

EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: DEBORAH APPS

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | |
|-----------|--|--|-----------------|---------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis, transportation, parking, per diem, etc. Kilometres a \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 6-Jan-20 | ICD course - Political Intelligence for Boardrooms | 1395.00 | | 69.75 | 1464.75 |
| 21-Jan-20 | Taxi - to airport | 78.10 | | 3.90 | 82.00 |
| 21-Jan-20 | Flight - Calgary to Edm, return | 621.25 | | 31.06 | 652.31 |
| 21-Jan-20 | Taxi - to hotel (S. Kine, self) | 50.48 | | 2.52 | 53.00 |
| 21-Jan-20 | Meal - Dinner | 23.00 | | 1.00 | 24.00 |
| 22-Jan-20 | Hotel - Delta Edmonton South | 159.61 | | 7.67 | 167.28 |
| 22-Jan-20 | Taxi - to airport | 44.08 | | 1.92 | 46.00 |
| 22-Jan-20 | Meal - Dinner (no itemized receipt) | 20.75 | | | 20.75 |
| 22-Jan-20 | Taxi - home | 79.05 | | 3.95 | 83.00 |
| 14-Feb-20 | Mileage - to meeting (54km) | 27.27 | | | |
| 17-Feb-20 | Mileage - to meeting (54km) | 27.27 | | | |
| 19-Feb-20 | Mileage - to HQCA office (48km) | 24.24 | | | |
| 19-Feb-20 | Parking - HQCA office | 9.52 | | 0.48 | |
| 18-Feb-20 | Mileage - to dinner meeting (38km) | 19.19 | | | |
| 17-Mar-20 | Mileage - to HQCA office (48km) | 24.24 | | | |
| 17-Mar-20 | InOrbis - travel to Edmonton (credit for future use) | 403.21 | | 19.54 | |
| | TOTALS | 3,006.25 | 0.00 | 141.80 | 3,148.05 |

APPROVED BY: B. Windwick, Chair, Board of Directors TOTAL CLAIM: 3,148.05

Claudia Gonzalez

From:

orders@icd.ca

Sent:

January 6, 2020 10:54 AM

To:

Claudia Gonzalez

Subject:

[External] Order Receipt



Institute of Corporate Directors Institut des administrateurs de sociétés

2701 - 250 Yonge Street Toronto, ON M5B 2L7

Tel: (416) 593-7741 Fax: (416) 593-0636

Website: www.icd.ca

Dear Deborah,

Thank you for your order! Your purchase helps support our organization and we appreciate your business.

Here are the details of your order/receipt. Please retain this email for your records.

Order Number:

er:

Order Date: Jan 6, 2020 12:52 PM

Bill To: Mrs Deborah Apps **Order Total:** 1,464.75

Payment Method:

Name on Card: Deborah Apps

Item Price Qty Total

Calgary 001 Political Intelligence for Boardrooms - Mrs Deborah Apps

1,395.00 1 1,395.00

When: Feb 3, 2020 8:30 AM - Feb 3, 2020 4:30 PM

Where: University of Calgary

Haskayne School of Business, Downtown Campus

906 8th Ave SW, 6th Floor, room DTC 636

Calgary, AB T2P 1H9 Canada

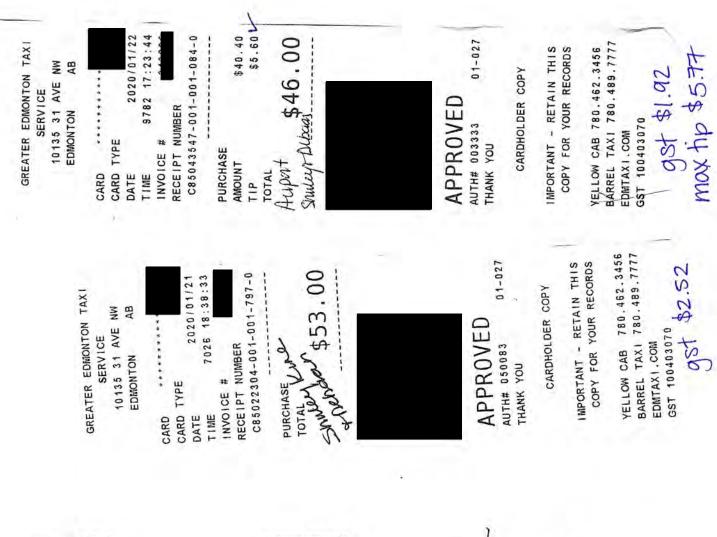
Registration option: Feb 3, 2020 8:30 AM - CALPOL001 Course

Registration Program Items: • Feb 3, 2020 8:30 AM: CALPOL001 ICD Membership for Course Participants

| Item Total | 1,395.00 |
|-------------------------|----------|
| Shipping | 0.00 |
| Handling | 0.00 |
| GST | 69.75 |
| Item Grand Total | 1,464.75 |
| Transaction Grand Total | 1.464.75 |

Thank you again for your support!
This is an automatically generated email, please do not reply.

GST/HST# 12179 8201 QST# 12048 55478



ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AYENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1859

SALE

REF#: 00000017 Batch #: 053 SEQ: 053001001017 01/22/20 22:23:12

APPR CODE: 093869

AMOUNT What \$83.00

00 - APPROVED - 001



THANK YOU

CUSTOMER COPY

gst \$3.95

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1859

SALE

REF#: 00000010

Batch #: 053 SEQ: 053001001010

01/21/20

APPR CODE: 010569

AMOUNT DEMANDED

\$82.00

00 - APPROVED - 001



~ THANK YOU

CUSTOMER COPY

gst \$3.90

**** AURORA ****

4404 Gateway Blvd
Edmonton, AB
Tel: 780-431-3468
Review Us on TripAdvisor.ca
GST#889835161RT0001

137177 Jenny

CHK 4010 TBL 44/2
21 Jan'20 8:22 PM

1 G SB OYSTER
1 BUTTER CHICKEN 13.00 +

FOOD WINE GST % TAX 8:32 PM \$20.00 \$13.00 \$1.65

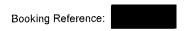
TOTAL DUE: \$34.65

THANK YOU FOR JOINING US! PLEASE COMPLETE FOR ROOM CHARGES

> gst \$1.00 max tip \$3.00 total \$24.00



Booking Confirmation



Date of issue: 10 Jan, 2020

This is your official Ilinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice. Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.



Economy - Flex

Economy - Flex

Tuesday 21 Jan, 2020 16:45

Calgary
Calgary Int. (YYC),

Edmonton Edmonton Int. (YEG),



Ohr54 Economy Q Operated by: Air Canada Express -Jazz | De Havilland Dash 8-400 Air Canada Bistro



Wednesday 22 Jan, 2020 19:05

Edmonton Edmonton Int. (YEG),



20:06

Calgary Calgary Int. (YYC),



1hr01

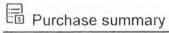
Economy W Operated by: Air Canada Express -Jazz | De Havilland Dash 8-100 Air Canada Bistro

Passengers



Ticket Number

Seats AC8154 AC8161



| | | t adult |
|---------------------------------------|--|---------------------|
| Amount paid: \$652.31 Tax Information | $\frac{1}{2}\sum_{i=1}^{n} -ie \overline{1} = -\infty (i + i + i + i + i + i + i + i + i + i $ | |
| GST no. 10009-2287 RT0001 \$31:06 | Base Fare - Depart - Economy - Flex | 278 00 |
| | Base Fare - Return - Economy - Flex | 245.00 |
| | Surcharges | 24.00 |
| | and provide them. Industrial and | |
| | Air Travellers Security Charge - Canada | 14.25 |
| | Goods and Services Tax - Canada - 100092287 RT0001 | 31.06 |
| | Airport Improvement Fee - Canada | 60.00 |
| | Total before options (per passenger) | \$65231 |
| | GRAND TOTAL (Canadian dollars) | \$652 ³¹ |
| | | |

(1)

Check-in and boarding gate deadlines

| Recommended check-in time You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security. |
|--|
| Check-in and baggage drop-off deadline You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight. |
| Boarding gate deadfine You must be present at the boarding gate before it closes. |
| |

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.





EDMONTON SOUTH CONFERENCE CENTRE

4404 Gateway Boulevard NW, Edmonton, Alberta, T6H 5C2 Tel: 780-434-6415 Fax: 780-436-9247

Deborah Apps

01-22-20

Total

19.93

Room: Folio:

Cashier:

89

Arrival: Departure: 01-21-20 01-22-20

| Date | Description | Additional | Information | Charges | Credits |
|----------|--------------------------------|------------|---------------|----------|---------|
| 01-21-20 | Aurora - Dinner | Room# | : CHECK# 4010 | 39.15 20 | DYGST |
| 01-21-20 | Room Charge | | | 149.00) | 1 |
| 01-21-20 | Room Destination Marketing Fee | | | 4.47 | 167.28 |
| 01-21-20 | Room GST | | | 7.67 | 101.0 |
| 01-21-20 | AB Tourism Levy | | | 6.14 | |
| 01-22-20 | | | | | |

| GST Summary | | Total | | |
|-------------|---------------|-------------|----------|--|
| | No: 889835161 | 2.1 | 0.00 CDN | |
| Room | 7.67 | Balance Due | 0.00 CDN | |
| F&B | 1.65 | | | |
| Other | 10.61 | | | |

Guest Signature:



SIGNATURE:

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

| CLAIMANT: | Deborah Apps | SIGNATURE: | Dos | | |
|--------------------------|--|--|--|--------------------------|----------------------------|
| DATE: | 23-Mar-20 | VENDOR: | | | |
| Date | Description of Expense (include # of kilometres) | TRAVEL EX including airfare, according taxis, transportation, particularly Kilometres at | ommodation, meals, arking, per diem, etc. | GST at 5% (x 5 / 105) | Total Amount Claimed |
| | | LOCAL | Out of Prov. | | |
| February 14, 2020 | Mileage - to meeting with CEO (54km) | 27.27 | | | 27.27 |
| February 17, 2020 | Mileage - to meeting with K. Charlebois (54km) | 27.27 | | | 27.27 |
| February 19, 2020 | Mileage - to HQCA office (48km) | 24.24 | | | 24.24 |
| February 19, 2020 | Parking - HQCA office | 9.52 | | 0.48 | 10.00 |
| February 18, 2020 | Mileage - to dinner meeting (38km) | 19.19 | | | 19.19 |
| March 17, 2020 | Mileage - to HQCA office (48km) | 24.24 | | | 24.24 |
| March 19, 2020 | InOrbis - travel to Edmonton (credit for future use) | 403.21 | | 19.54 | 422.75 |
| | | | | | |
| | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | |
| | TOTALS | 534.94 | 0.00 | 20.02 | 554.96 |
| | | | | | |
| | | I | NVOICE NUMBER: | EXP | |
| | 01-9200-70155 - Professional development | | | | 534.94 |
| | 01-9200-70110 - TRAVEL, includes all expense | es | | | |
| | 01-9200-70111 - OUT OF PROVINCE TRAVE | L, includes all expense | es | | |
| | 01-0000-11400 - GST ALLOCATION | | | | 20.02 |
| | | TOTAL CLAIM: | | | 554.96 |
| | | | | | |
| AUDITED FOR ACCURACY: | | | DATE: | | |
| SIGNATURE: | | | | | |
| | | | | | |
| | | | | | |
| APPROVED BY: | | | DATE: | | |
| | <u> </u> | | ·- | | |



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: BRUCE HARRIES

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | CANADIA | N FUNDS | |
|--|---|---|---|--|
| Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis, transportation, parking, per diem, etc. Kilometres at \$0.505/km. | | | |
| | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| Flight - Pentiction to Edmonton, return | | 428.75 | 19.86 | 448.61 |
| Uber - from airport | | 45.09 | 2.25 | 47.34 |
| 22-Jan-20 Uber - to meeting | | 24.71 | 1.24 | 25.95 |
| Uber - from meeting | | 39.52 | 1.98 | 41.50 |
| Parking - aiport | | 11.52 | 0.48 | 12.00 |
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| TOTALS | 0.00 | 549.59 | 25.81 | 575.40 |
| | (include # of kilometres) Flight - Pentiction to Edmonton, return Uber - from airport Uber - to meeting Uber - from meeting Parking - aiport | (include # of kilometres) LOCAL Flight - Pentiction to Edmonton, return Uber - from airport Uber - to meeting Parking - aiport | Description of Expense (include # of kilometres) LOCAL LOCAL Prov. Flight - Pentiction to Edmonton, return Uber - from airport Uber - from meeting Parking - aiport 11.52 | Description of Expense (include # of kilometres) including airfare, accommodation, meatransportation, parking, per diem, etc. Kilo \$0.505/km. LOCAL Out of Prov. Flight - Pentiction to Edmonton, return Uber - from airport Uber - to meeting Parking - aiport 11.52 0.48 |

| APPROVED BY: | B. Windwick, Chair, Board of Directors | TOTAL CLAIM: |
|--------------|--|--------------|
| | | |



eTicket Receipt

Prepared For HARRIES/BRUCE MR

RESERVATION CODE

ISSUE DATE

TICKET NUMBER

ISSUING AIRLINE

ISSUING AGENT

TOUR CODE

FREQUENT FLYER NUMBER



Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|----------------|--------------------|--|--|---|
| 20Jan20 | WESTJET WS 3280 | PENTICTON BC, CANADA Time 15:15 | CALGARY INTL AB, CANADA Time 17:22 | Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status USED TO FLY Fare Basis LAQD0ELW Not Valid Before 20JAN20 Not Valid After 20JAN20 |
| 20Jan20 | WESTJET WS 3137 | CALGARY INTL AB, CANADA Time 20:15 | EDMONTON INTL AB, CANADA Time 21:13 | Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status USED TO FLY Fare Basis LAQD0ELW Not Valid Before 20JAN20 Not Valid After 20JAN20 |
| 23Jan20 | WESTJET WS 3350 | EDMONTON INTL AB, CANADA Time 12:30 | CALGARY INTL AB, CANADA Time 13:30 | Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status USED TO FLY Fare Basis LAQF4ELW Not Valid Before 23JAN20 Not Valid After 23JAN20 |
| 23Jan20 | WESTJET WS 3281 | CALGARY INTL AB, CANADA Time 14:25 | PENTICTON BC, CANADA Time 14:44 | Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status USED TO FLY Fare Basis LAQF4ELW Not Valid Before 23JAN20 Not Valid After 23JAN20 |

Allowances

Baggage Allowance

YYF to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YEG to YYF - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YYF to YYC , YYC to YEG , YEG to YYC , YYC to YYF - 1 Piece (WS - WESTJET)

Carry On Charges

YYF to YYC, YYC to YEG, YEG to YYC, YYC to YYF - (WS - WESTJET)

Payment/Fare Details

| Form of Payment | CREDIT CARD - I |
|------------------------------------|---|
| | CREDIT CARD - CAD 131.00 |
| Fare Calculation Line | YYF WS X/YYC WS YEA148.75WS X/YYC WS YYF140.25CAD289.00END |
| Fare | CAD 289.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES |
| | CAD 16.36 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 30.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 375.11 |

Other Charges

| SEAT ASSIGNMENT # 8381505299192 (YYF-YYC / QTY 1, YYC-YEG / QTY 1, YEG-YYC / QTY 1, YYC-YYF / QTY 1) | CAD 70.00 |
|--|---------------|
| Taxes | CAD 3.50 |
| Form of Payment | CREDIT CARD - |
| Total | CAD 73.50 |
| Total Fare and Other Charges | CAD 448.61 |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Tax invoice issued by Rasier Operations B.V. on behalf of:

Botsi Bafaya

Invoice Number:

Invoice Date: January 20, 2020

| Tax Point Date | Description | | Ta | ax Amount | Net Amount |
|----------------|------------------------|-----|----------|-----------|------------|
| Jan 20, 2020 | Transportation service | | | | |
| | Fare | GST | 5 % | 2.25 | 45.09 CAD |
| | | | | Total Net | 45.09 CAD |
| | | | Total GS | ST Amount | 2.25 CAD |
| | | | Gro | ss Amount | 47.34 CAD |

Tax invoice issued by Rasier Operations B.V. on behalf of:

Dilbagh singh

GST Registration Number: 733324099RT0001

Invoice Number:

Invoice Date: January 22, 2020

| | | | | Tax Amount | |
|----------------|------------------------|-----|---------|------------|------------|
| Tax Point Date | Description | | | | Net Amount |
| Jan 22, 2020 | Transportation service | | | | |
| | Fare | GST | 5 % | 1.24 | 24.71 CAD |
| | | | | Total Net | 24.71 CAD |
| | | | Total C | SST Amount | 1.24 CAD |
| | | | Gr | oss Amount | 25.95 CAD |

Tax invoice issued by Rasier Operations B.V. on behalf of:

Zerehun Ashanko

GST Registration Number: 776460917RT0001

Invoice Number:

Invoice Date: January 22, 2020

| | | | Ta | x Amount | |
|----------------|------------------------|-----|----------|-----------|------------|
| Tax Point Date | Description | | | | Net Amount |
| Jan 22, 2020 | Transportation service | | | | |
| | Fare | GST | 5 % | 1.98 | 39.52 CAD |
| | | | | Total Net | 39.52 CAD |
| | | | Total GS | ST Amount | 1.98 CAD |
| | | | Gro | ss Amount | 41.50 CAD |

JAN 24, 2020

Purchase Date/Time: 01:48pm Jan 20, 2020

Total Due: \$12.00

Total Paid: \$12.00

Ticket #

S/N #: 520015472050

Setting: 10-0307-01

Mach Name: 10-03(17-01

Rate: \$3 Daily 1-4 Days

Payment Type: Card

Auth #:

Impark Lot 307 250-763-9905



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: SHIRLEY KINE

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | |
|-----------|--|---|-----------------|---------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis, transportation, parking, per diem, etc. Kilometres at \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 21-Jan-20 | Bus fare - Canmore to Calgary, return | 106.57 | | 11.22 | 117.79 |
| 21-Jan-20 | Flight - Calgary to Edm, return | 543.25 | | 27.16 | 570.41 |
| 21-Jan-20 | Meal - Lunch (no itemized receipt) | 11.60 | | | 11.60 |
| 21-Jan-20 | Meal - Dinner | 38.10 | | 1.90 | 40.00 |
| 22-Jan-20 | Meal - Breakfast | 19.05 | | 0.95 | 20.00 |
| 22-Jan-20 | Hotel - Delta Edmonton South | 159.61 | | 7.67 | 167.28 |
| 22-Jan-20 | Taxi - to meeting | 15.77 | | 0.69 | 16.46 |
| 22-Jan-20 | Meal - Dinner (no itemized receipt - delayed travel) | 20.75 | | | 20.75 |
| 22-Jan-20 | Personal allowance | 7.35 | | | 7.35 |
| 19-Feb-20 | Mileage (205.2km) | 103.62 | | | 103.62 |
| 19-Feb-20 | Parking | 4.72 | | 0.24 | 4.96 |
| | | | | | |
| | | | | | |
| | TOTALS | 1,030.38 | 0.00 | 49.83 | 1,080.22 |

| APPROVED BY: | B. Windwick, Chair, Board of Directors | TOTAL CLAIM: | 1,080.22 |
|--------------|--|--------------|----------|
| | | | |



Activity Voucher For: 1210 Canmore to YYC

Activity Information: Confirmation Number:

Status: Confirmed

Client Name: Shirley Kine

Activity Date: Tuesday, 21 Jan 2020

Pick Up: Coast Hotel - Canmore

Notes: will provide local ID

Activity Time: 12:10

Please be ready at 12:10 Our staff will arrive at 12:10 for your pickup.

1210 Canmore to YYC Passengers: 1 (ad)

\$65.99

GST Total: \$5.61 \$65.99

Booking Information:

Date Booked: 2020-01-20 Booked By: Vanessa Perreault Agent: Vanessa Perreault

Payment Information:

Payment Type Date Amount

Discount 2020-01-20 \$9.90

Credit Card 2020-01-20 \$117.79

Outstanding Balance:

\$0.00

The Banff Airporter Inc. - Box 2524 Banff Alberta Canada

The Banff Airporter Inc. can not be held liable for any injuries, losses or damages in any such way. We or the supplier reserve the right to cancel activities or change location due to unforeseen circumstances.

povered by Zaur Software



Activity Voucher For: 2030 YYC to Canmore

Activity Information: Confirmation Number:

Status: Confirmed

Client Name: Shirley Kine

Activity Date: Wednesday, 22 Jan 2020

Pick Up: Calgary Airport

2030 YYC to Canmore

Notes:

Activity Time: 20:30

Please be ready at 20:30 Our staff will arrive at 20:30 for your pickup.

Passengers: 1 (ad)

\$65.99

GST Total: \$5.61 \$65.99

Booking Information:

Date Booked: 2020-01-20 Booked By: Vanessa Perreault Agent: Vanessa Perreault

Payment Information:

Payment Type Date Amount

 Discount
 2020-01-20
 \$9.90

 Discount
 2020-01-20
 \$0.99

 Credit Card
 2020-01-20
 \$117.79

Outstanding Balance: \$0.00

The Banff Airporter Inc. - Box 2524 Banff Alberta Canada

The Banff Airporter Inc. can not be held liable for any injuries, losses or damages in any such way. We or the supplier reserve the right to cancel activities or change location due to unforeseen circumstances.





Booking Confirmation

Booking Reference:

Date of issue: 13 Jan, 2020

This is your official ltinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your frip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.



Economy - Standard

Tuesday 21 Jan, 2020 16:45 **Calgary**Calgary Int. (YYC),

Alberta



17:39 **Edmonton** Edmonton Int. (YEG),



Ohr54 Economy H Operated by: Air Canada Express -Jazz | De Havilland Dash 8-400 Air Canada Bistro



Economy - Standard

Wednesday 22 Jan, 2020 19:05 **Edmonton** Edmonton Int. (YEG),



20:06

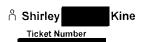
Calgary

Calgary Int. (YYC),

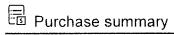


1hr01 Economy W Operated by: Air Canada Express -Jazz | De Havilland Dash 8-100 Air Canada Bistro

Passengers



Seats AC8154 AC8161



| | | 1 adult |
|---------------------------------------|--|---------------------|
| Amount paid. \$570.41 Tax information | $\sum_{i \in V} \Delta_i$ Transportation Charges | |
| GST no. 10009-2287 RT0001 \$27.16 | Base Fare - Depart - Economy - Standard | 244.00 |
| | Base Fare - Return - Economy - Standard | 190.00 |
| | Surcharges | 24.00 |
| | in taker toos and charges | |
| | Air Travellers Security Charge - Canada | 14.25 |
| | Goods and Services Tax - Canada - 100092287 RT0001 | 26.61 |
| | Airport Improvement Fee - Canada | 60 00 |
| | Total before options (per passenger) | \$558 ⁸⁶ |
| | Star all southercours | |
| | Shirley Kine | |
| | AC8161: - Standard Seat (Aisle) | 11.00 |
| | Goods and Services Tax - Canada - 100092287 RT0001 | 0.55 |
| | Total with options and seat selection fee: | \$570 ⁴¹ |
| | GRAND TOTAL (Canadian dollars) | \$570 ⁴¹ |



Check-in and boarding gate deadlines

| Within | Canada |
|--------|--------|
| | |

90 minutes

Recommended check-in time
You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

Check-in and baggage drop-off deadline
You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

Boarding gate deadline You must be present at the boarding gate before it closes. 15

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

Page: 1 of 1



EDMONTON SOUTH CONFERENCE CENTRE

4404 Gateway Boulevard NW, Edmonton, Alberta, T6H 5C2 Tel: 780-434-6415 Fax: 780-436-9247

Shirley Kine Canada

Room: Folio:

Cashier:

89

Arrival: Departure:

01-21-20 01-22-20

| Date | Description | Additional Information | Charges | Credits |
|----------|--------------------------------|------------------------|---------|---------|
| 01-21-20 | Aurora - Dinner | | 60.00 | |
| 01-21-20 | Room Charge | | 149.00 | |
| 01-21-20 | Room Destination Marketing Fee | | 4.47 | |
| 01-21-20 | Room GST | | 7.67 | |
| 01-21-20 | AB Tourism Levy | | 6.14 | |
| 01-22-20 | 4404 Restaurant - Breakfast | | 21.00 | |
| 01-22-20 | | | | 248.28 |
| GST Sun | nmary | Total | 248.28 | 248.28 |
| | ion No: 889835161 7.67 | Balance Due | 0.00 CD |)N |
| F&B | 3.46 | | | |
| Other | 10.61 | | | |
| Total | 21.74 | | | |

Guest Signature:



Check Detail

**** AURORA **** Meal 1 4404 Gateway Blvd Edmonton, AB Tel: 780-431-3468 Review Us on TripAdvisor.ca GST#889835161RT0001 137177 Jenny TBL 44/1 CHK 4993 GST 1 44 (13.00) NOW DUL 21 Jan'20 7:10 PM 1 G SB OYSTER 1 NEW YORK STRIP 1 CLASSIC CHEESECAKE Subtotal: \$52.00 \$5.40 GST % TAX
Total: \$60.00
Change Due \$0.00
CHARGE TIP \$
ROOM/ACCT CHG \$2.60 Total: \$5.40 \$60.00 Kine

> 21 Jan'20 9:00 PM 21 Jan'20 9:00 PM

fecipt 3

GREATER EDMONTON TAX! SERVICE 10135 31 AVE NW

EDMONTON

CARD CARD TYPE 2020/01/22 DATE 2923 08:33:47 TIME INVOICE # RECEIPT NUMBER C85029569-001-001-403-0

PURCHASE \$14.40 AMOUNT \$2.50 TIP TOTAL

\$16.90

01-027

APPROVED

CARDHOLDER COPY

IMPORTANT - RETAIN THIS

COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456 BARREL TAXI 780.489.7777

AUTH# 00418S

EDMTAX!.COM

GST 100403070

THANK YOU

med 2

4404 Restaurant 4404 Gateway Blvd Edmonton, AB Tel: 780-431-3468 Review us on TripAdvisor.ca GST#889835161RT0001

102589 Rizal

CHK 1345

TBL 215/1 GST 1

22 Jan'20 7:58 AM

1 COFFEE 3.25 1 AVOCADO SAND 14.00

FOOD \$17.25 GST % TAX \$0.86 8:05 AM

TOTAL DUE: \$18.11

THANK YOU FOR JOINING US! PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY___ TOTAL ROOM NUMBER_

PRINT LAST NAME_____

Page 1 of 1

guest_check_detail

Plate:

Zone: 5368

Valid through:

Zone: 5368

Plate:

WEDNESDAY 19 FEB 20 3:30 PM

START TIME: 2/19/2020 12:32 PM AMOUNT PAID: \$2.71 (GST Incl.)

c 543997*7556 Auth No: 019554 Trn No: 24c186e57c7491a4 Terminal: 1235 Receipt No: 13614

Valid through:

WEDNESDAY 19 FEB 20 12:00 PM

Pay for your parking online: www.parkplus.ca START TIME: 2/19/2020 8:51 AM AMOUNT PAID: \$2.25 (GST Incl) c 543997*7556 Auth No: 019698 Trn No: f7469f720e95326a Terminal: 1235 Receipt No: 13602

CALGARY PARKING AUTHORITY (403) 537-700

TY (403) 537-7000

CALGARY PARKING AUTHORITY (403) 537-7000

Pay for your parking online: www.parkplus.ca



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: SANDI KOSSEY

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | |
|----------------------|--|---|--------------|---------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis, transportation, parking, per diem, etc. Kilometres at \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 12-Jan-20 | Mileage (27 km) | 13.64 | | | 13.64 |
| February 7 & 8, 2020 | Flight | 480.25 | | 24.01 | 504.26 |
| | Uber - to airport | 72.93 | | 3.17 | 76.10 |
| | Taxi - YYC to hotel | 43.70 | | 1.90 | 45.60 |
| | Taxi - hotel to HQCA | 11.62 | | 0.58 | 12.20 |
| | Uber - HQCA to YYC | 35.12 | | 1.53 | 36.65 |
| | Taxi - YEG to home | 71.81 | | 3.19 | 75.00 |
| | Hotel | 112.48 | | 5.41 | 117.89 |
| | Meal - Dinner (no itemized receipt) | 20.75 | | | 20.75 |
| Feb 18 & 19, 2020 | Mileage (606km) | 306.03 | | | 306.03 |
| | Hotel | 213.17 | | 10.25 | 223.42 |
| | Parking | 22.00 | | 1.10 | 23.10 |
| | Meal - Dinner x2 (no itemized receipts) | 41.50 | | | 41.50 |
| | TOTALS | 1,445.00 | 0.00 | 51.14 | 1,496.14 |

| APPROVED BY: | B. Windwick, Chair, Board of Directors | TOTAL CLAIM: | 1,496.14 | |
|--------------|--|--------------|----------|--|
| | | | | |

From: Sandi Kossey Sandy Kossey To:

Fwd: Air Canada - SANDY KOSSEY - 07-Feb/YEG-YYC (Subject:

Date: January 16, 2020 5:14:34 PM

Begin forwarded message:

From: Air Canada <confirmation@aircanada.ca>

Date: January 16, 2020 at 7:10:18 PM EST

Subject: Air Canada - SANDY KOSSEY - 07-Feb/YEG-YYC (- Itinerary-

Receipt

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada Scan this barcode to and look forward to welcoming you on board.

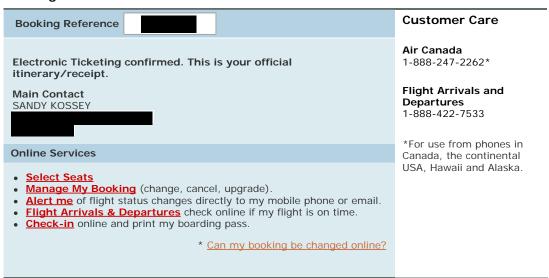
check in at any Air Canada check in kiosk.

) - Itinerary-Receipt

Booking Date: Jan 17, 2020 Passengers SANDY KOSSEY

Purchase a travel option Relax in Air Canada's Maple Leaf lounges. Purchase On My Way travel assistance.

Booking Information



Flight Itinerary

| Flight | From | То | Stops | Duration | Aircraft | Fare Type | Meals |
|---------------|---|---|-------|----------|----------|------------------|-------|
| 2 1 AC8157 | Edmonton Edmonton Intl. (YEG), AB Fri 07-Feb 2020 18:10 | Calgary Calgary Intl. (YYC), AB Fri 07-Feb 2020 19:05 | 0 | Ohr55 | DH4 | <u>Flex</u> T | N |
| | Calgary | Edmonton | | | | | |



Calgary Intl. (YYC), AB Sat 08-Feb 2020 16:45 Edmonton Intl. (YEG), AB Sat 08-Feb 2020 17:39

0hr54

0

DH4

Flex T





Operated by ¹ Air Canada Express - Jazz

Passenger Information



Purchase Summary

| Fare Summary | |
|--|----------|
| Passenger Type | Adult |
| Departing Flight - Flex | 196.00 |
| Returning Flight - Flex | 186.00 |
| Surcharges | 24.00 |
| Sub Total | 406.00 |
| Taxes, Fees and Charges | |
| Canada Airport Improvement Fee | 60.00 |
| Air Travellers Security Charge (ATSC) | 14.25 |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 24.01 |
| Total airfare and taxes (per passenger) | 504.26 |
| Number Of Passengers | 1 |
| Total | 504.26 |
| Grand Total - Canadian Dollar (CAD) | \$504.26 |

Payment Information

- Amount paid: \$504.26

The following amount (tax inclusive) will appear on your credit card or debit card statement:

• Air Canada: \$504.26 (Air Transportation charges)

Ticket number 0142126118443

Fare Rules

Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

Changes:

- Prior to day of departure The Change fee per direction, per passenger is up to \$50 CAD for changes made within 60 days of departure. A lesser fee applies for changes made outside 60 days of departure. Change fees are plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
- Airport same-day changes (subject to availability) are permitted at a flat fee of \$75
 CAD per direction, per passenger. Same-day flights only.
- Same-day standby is available on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- Flights can only be used in sequence from the place of departure specified on the itinerary.

· Cancellations:

- Tickets are non-refundable and non-transferable.
- Cancellations can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value
 of unused ticket can be applied within a one year period from date of issue of the
 original tickets to the value of a new ticket subject to a change fee per direction, per

From: <u>Uber Receipts</u>
To: <u>Sandy Kossey</u>

Cc: <u>uber@receipts.zohoexpense.com</u>

Subject: Thanks for tipping! We've updated your Friday afternoon trip receipt

Date: February 7, 2020 6:01:38 PM

Attachments: <u>map_2cc165f1-dabd-4e36-a1eb-4ae5fc698f15_wide</u> <u>map_2cc165f1-dabd-4e36-a1eb-4ae5fc698f15_</u>



Total: CA\$76.59 Fri, Feb 07, 2020

Thanks for tipping, Sandi

Thanks for tipping! We've updated your Friday afternoon trip receipt



Total

CA\$76.59

| Trip fare | CA\$66.59 |
|-----------|-----------|
| | |
| | |

Subtotal CA\$66.59

Tip CA\$10.00

Amount Charged





CA\$76.59

A temporary hold of CA\$66.59 was placed on your payment method •••• 0489 at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

Visit the trip page for more information, including invoices (where available)

You rode with Maulikkumar



How was your ride?





Every rideshare trip in Edmonton is insured for a covered auto accident by Intact. Learn more.



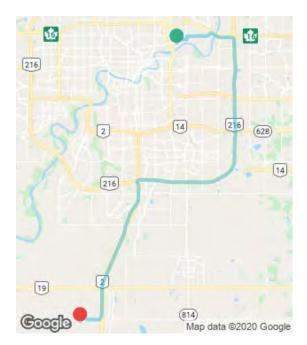
47.85 km | 37 min



Edmonton, AB T5W 0L3, Canada

05:21pm

1000 Airport Rd, Leduc, AB T9E 8B7, Canada



ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB TZE 2N4 (403) 299-1111 CAR#1862

SALE

MID: 4189233 TID: FM189233 Batch #: 130

REF#: 00000015 SEQ: 130001001015 19:33:59

02/07/20 APPR CODE: 00795S

20/04

AMOUNT TIP

\$39.90 \$6.00 \$45.90

00 - APPROVED - 001

THANK YOU

CUSTOMER COPY

Checker Taxi 316 Meridian Rd SE

Calgary, AB T2A 1X2 (403) 299-9999 www.thecheckergroup.com

Feb 8, 20 08:57

677 Car# 11006 Driver# 788 483 725 Driver Tax# 22770379 Booking#

2020-02-08 8:48:26 AM

2020-02-08 8:57:10 AM

| Flagfall | \$3.80 |
|------------------------|---------|
| Fare | \$8.40 |
| Extras Total + Tips | \$12.20 |
| Subtotal | \$12.20 |

\$12.20 Cash \$0.58 Tax

2020-02-08 8:57:38 AM

Thank you for using Checker Taxi!

GREATER EDMONTON TAXI SERVICE 10135 31 AVE NW EDMONTON AB

CARD CARD TYPE

2020/02/08 DATE 2097 18:15:20 TIME

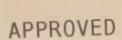
INVOICE # RECEIPT NUMBER

C85072077-001-001-921-0

PURCHASE

\$67.00 AMOUNT \$8.00 TIP

TOTAL \$75.00



01-027 AUTH# 056245 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456 BARREL TAX1 780.489.7777 EDMTAXI.COM GST 100403070

From: Uber Receipts
To: Sandy Kossey

Cc: <u>uber@receipts.zohoexpense.com</u>

Subject: Thanks for tipping! We've updated your Saturday afternoon trip receipt

Date: February 8, 2020 4:10:24 PM

Attachments: map 4e88cb96-c44a-4e62-8777-7672808e2a89 wide map 4e88cb96-c44a-4e62-8777-7672808e2a89

?

Total: CA\$36.89 Sat, Feb 08, 2020

Thanks for tipping, Sandi

Thanks for tipping! We've updated your Saturday afternoon trip receipt



Total

CA\$36.89

| Trip Fare | CA\$22.35 |
|-----------------------------|-----------|
| Subtotal | CA\$22.35 |
| TNC fee recovery surcharge | CA\$0.45 |
| Airport Recovery Surcharge | CA\$2.75 |
| GST | CA\$1.53 |
| Tolls, Surcharges, and Fees | CA\$5.00 |
| Tip | CA\$4.81 |
| | |

Amount Charged

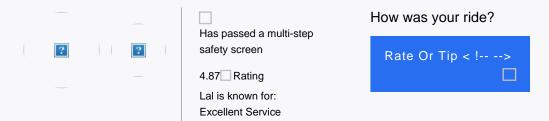


CA\$36.89

A temporary hold of CA\$32.08 was placed on your payment method •••• 0489 at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

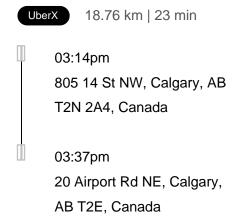
You rode with Lal



TNDL License Number: None



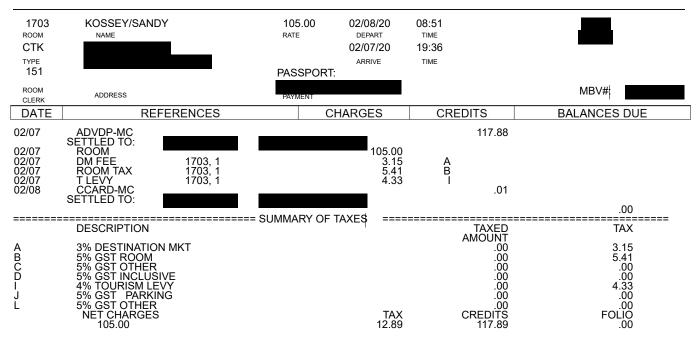
Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.





CALGARY MARRIOTT DOWNTOWN

GUEST FOLIO



See our "Privacy & Cookie Statement" on Marriott.com

Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy Account Statement for updated activity. See members.marriott.com for new Marriott Bonvoy benefits.



CALGARY MARRIOTT DOWNTOWN 110 9TH AVENUE SE CALGARY AB T2G 5A6 403.266.7331 G.S.T.# 862717196RT0001

Treat yourself to the comfort of Marriott Hotels in your home. Visit ShopMarriott.com.

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Page: 1 of 1



CALGARY DOWNTOWN

209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6 Tel: 403-266-1980 Fax: 403-205-5460

MEMBER ADVANCE PURCHASE Sandy Kossey

Room: Cashier:

Arrival: Departure:

02-18-20 02-19-20

| ••••• | |
|---------|--|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Canada | |
| Cariada | |
| | |

| Date | Description | Additional Information | Charges | Credits |
|----------|---------------------------------|------------------------|---------|---------|
| 02-18-20 | Deposit Transfer at C/I | | | 223.42 |
| 02-18-20 | Room Charge | | 199.00 | |
| 02-18-20 | Destination Marketing Fee (DMF) | | 5.97 | |
| 02-18-20 | Rooms - Federal Tax - GST | | 10.25 | |
| 02-18-20 | Tourism Levy | | 8.20 | |
| 02-18-20 | Self Parking | | 22.00 | |
| 02-18-20 | Parking GST | | 1.10 | |
| 02-19-20 | | | | 23.10 |

| Total | 11.35 |
|------------|------------------|
| Other | 1.10 |
| F&B | 0.00 |
| Room | 10.25 |
| Registrati | on No: 826085417 |
| GST Sum | ımary |

| Total | 246.52 | 246.52 |
|-------------|----------|--------|
| Balance Due | 0.00 CDN | |

Guest Signature:_



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: DR. UBAKA OGBOGU

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | |
|-----------|--|--|-----------------|---------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis, transportation, parking, per diem, etc. Kilometres a \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 18-Feb-20 | Flight - Edm to Calgary, return | 481.21 | | 24.06 | 505.31 |
| 19-Feb-20 | Hotel - Sheraton | 213.17 | | | 223.42 |
| 18-Feb-20 | Uber - to Edmonton airport | | | | 50.28 |
| 18-Feb-20 | Taxi - to HQCA office (rideshare with M. Owen) | | | | 46.44 |
| 18-Feb-20 | Uber - to hotel (rideshare with M. Owen) | | | 15.51 | |
| 18-Feb-20 | Uber - to dinner (rideshare with M. Owen) | | | | 10.97 |
| 18-Feb-20 | Meal - Dinner | 40.00 | | | 40.00 |
| 18-Feb-20 | Uber - to hotel (rideshare with M. Owen) | | | | 11.59 |
| 19-Feb-20 | Uber - to HQCA office (rideshare with M. Owen & S. Kossey) | | | | 24.18 |
| 19-Feb-20 | Uber - to airport (rideshare with M. Peracha) | | | | 39.27 |
| 19-Feb-20 | Uber - from airport (rideshare with M. Owen) | | | | 83.59 |
| 24-Mar-20 | Airfare - Air Canada (Edm to Cgy, return), cancelled | | | | 557.81 |
| | TOTALS | 734.38 | 0.00 | 24.06 | 1,608.37 |

| APPROVED BY: | B. Windwick, Chair, Board of Directors | TOTAL CLAIM: | 1,050.56 | |
|--------------|--|--------------|----------|--|
| | | | | |



Ubaka Ogbogu

Air Canada - UBAKA OGBOGU - 18-Feb/YEG-YYC Receipt

Itinerary-

Air Canada <confirmation@aircanada.ca>

Wed, Feb 5, 2020 at 2:21 PM

****** PLEASE DO NOT REPLY TO THIS E-MAIL ******



Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in



Booking Date: Feb 05, 2020 Passengers UBAKA OGBOGU

Travel Options

Purchase a travel option Purchase On My Way travel assistance.

Booking Information

Booking Reference

Customer Care

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Air Canada 1-888-247-2262*

Main Contact UBAKA OGBOGU Flight Arrivals and Departures 1-888-422-7533

*For use from phones in Canada, the continental USA, Hawaii and Alaska.

Online Services

- Select Seats
- Manage My Booking (change, cancel, upgrade).
- Alert me of flight status changes directly to my mobile phone or
- Flight Arrivals & Departures check online if my flight is on time.
- Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

| Flight | From | То | Stops | Duration | Aircraft | Fare Type | Meals |
|--------|---|---------------------------------------|-------|----------|----------|---------------|----------------|
| AC8143 | Edmonton Edmonton Intl. (YEG), AB | Calgary Calgary Intl. (YYC), AB | 0 | 0hr55 | DH4 | Standard W | meal_icon N |

Sheraton Suites Calgary Eau Claire 255 Barclay Parade SW Calgary, AB T2P 5C2 Canada Tel: 403 266 7200 Fax: 403 266 1300



Invoice Nbr

-223.42

UBAKA OGBOGU

Page Number : Guest Number :

. A

Arrive Date : 18-FEB-20 17:10
Depart Date : 19-FEB-20 08:25

No. Of Guest : Room Number :

Marriott Bonvoy Number :

Tax Invoice

Folio ID

Tax ID:

846543619 RT0002

Sheraton Eau C YYCES FEB-19-2020 08:30 AE

| Sileratori La | 40,,025,22 | 3 13 E0E0 00.50 7.E | | | |
|---------------|-----------------|-------------------------|------------|---------------|---------------|
| Date | Reference | Description | | Charges (CAD) | Credits (CAD) |
| 18-FEB-20 | RT1226 | Room Chrg - Govt./Milit | tary | 199.00 | |
| 18-FEB-20 | RT1226 | GST (5%) | | 10.25 | |
| 18-FEB-20 | RT1226 | Tourism Levy (4%) | | 8.20 | |
| 18-FEB-20 | RT1226 | DMF (3%) | | 5.97 | |
| 19-FEB-20 | | | | | -223.42 |
| | ***For Authoriz | ation Purpose Only*** | | | |
| | | | | | |
| | Date | Time Code | Authorized | 1 | |
| | 18-FEB-20 | 17:09 | 268.65 | | |
| | | | | | |

I agreed to pay all room & incidental charges.





gst \$1.84 max tip \$5.53 total \$44.23



Ubaka Ogbogu

[Business] Your Tuesday morning trip with Uber

1 message

Uber Receipts <uber.canada@uber.com>

18 February 2020 at 11:36

To:

Uber

Total: CA\$50.28 Tue, Feb 18, 2020

Thanks for riding, Ubaka

We hope you enjoyed your ride this morning.



Total

CA\$50.28

Trip fare

CA\$50.28

Subtotal

CA\$50.28

Amount Charged



CA\$50.28

A temporary hold of CA\$50.28 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee

will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

Visit the trip page for more information, including invoices (where available)

You rode with Mathew





Has passed a multi-step safety screen

4.85★ Rating

Mathew is known for: Excellent Service How was your ride?

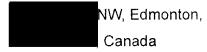




Every rideshare trip in Edmonton is insured for a covered auto accident by Intact. Learn more.

UberX 33.55 km | 30 min

■ 11:05am



11:36am
1000 Airport Rd, Edmonton
International Airport, AB T9E
0V3, Canada



Ubaka Ogbogu

[Business] Your Tuesday afternoon trip with Uber

Uber Receipts <uber.canada@uber.com>

18 February 2020 at 20:13

To:

Uber

Total: CA\$15.51 Tue, Feb 18, 2020

Thanks for riding, Ubaka

We hope you enjoyed your ride this afternoon.



CA\$11.18

CA\$3.00

Total

Trip Fare

CA\$15.51

Subtotal CA\$11.18

TNC fee recovery surcharge CA\$0.45

GST CA\$0.74

Wait Time CA\$0.14

Amount Charged

Tolls, Surcharges, and Fees @

A temporary hold of CA\$15.36 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

You rode with Emmanuel



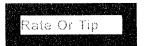


Has passed a multi-step safety screen

4.90★ Rating

Emmanuel is known for: Excellent Service

How was your ride?



TNDL License Number: None



Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.

UberX 6.53 km | 20 min

- 04:47pm823 14 St NW, Calgary, ABT2N 2A4, Canada
- 05:08pm171-255 Barclay Parade SW,Calgary, AB T2P 4R5,Canada



Ubaka Ogbogu

[Business] Your Tuesday evening trip with Uber

Uber Receipts <uber.canada@uber.com>

18 February 2020 at 18:58

Uber

Total: CA\$10.97 Tue, Feb 18, 2020

Thanks for riding, Ubaka

We hope you enjoyed your ride this evening.



Total

CA\$10.97

Trip Fare CA\$7.00

Subtotal CA\$7.00

TNC fee recovery surcharge
CA\$0.45

GST CA\$0.52

Tolls, Surcharges, and Fees

CA\$3.00

Amount Charged

CA\$10.97

A temporary hold of CA\$10.97 was placed on your payment method None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

You rode with Samuel

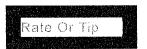


Has passed a multi-step safety screen

4.89★ Rating

Samuel is known for: **Excellent Service**

How was your ride?



TNDL License Number: None



Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.

2.81 km | 8 min UberX

- 06:47pm 259 Barclay Parade SW, Calgary, AB T2P 5C2, Canada
- 06:55pm 823 1 St SE, Calgary, AB T2G 0K4, Canada



Ubaka Ogbogu

[Business] Your Tuesday evening trip with Uber

Uber Receipts <uber.canada@uber.com>

18 February 2020 at 21:08

Uber

Total: CA\$11.59 Tue, Feb 18, 2020

Thanks for riding, Ubaka

We hope you enjoyed your ride this evening.



Total

CA\$11.59

Trip Fare CA\$7.59

Subtotal CA\$7.59

TNC fee recovery surcharge

CA\$0.45

GST CA\$0.55

Tolls, Surcharges, and Fees CA\$3.00

Amount Charged

CA\$11.59

A temporary hold of CA\$11.59 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

You rode with Oluwasegun



Has passed a multi-step safety screen

4.80★ Rating

Oluwasegun is known for: **Excellent Service**

How was your ride?



TNDL License Number: None



Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.

UberX 2.69 km | 8 min

- 09:00pm 200 8 Ave SE, Calgary, AB T2G 0K7, Canada
- 09:08pm 1138 Kensington Rd NW, Calgary, AB T2N 3P3, Canada



Ubaka Ogbogu •

Thanks for tipping! We've updated your Wednesday morning trip receipt

Uber Receipts <uber.canada@uber.com>

19 February 2020 at 08:36

Uber

Total: CA\$24.18 Wed, Feb 19, 2020

Thanks for tipping, Ubaka

Thanks for tipping! We've updated your Wednesday morning trip receipt



Total

CA\$24.18

| Trip Fare | CA\$13.92 |
|-------------------------------|-----------|
| Subtotal | CA\$13.92 |
| TNC fee recovery surcharge | CA\$0.45 |
| GST | CA\$0.91 |
| Tolls, Surcharges, and Fees 🔞 | CA\$3.90 |
| Tip | CA\$5.00 |

Amount Charged



CA\$19.18

CA\$5.00

A temporary hold of CA\$19.18 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

. .

You rode with lyad

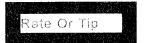




Has passed a multi-step safety screen

4.94★ Rating

lyad is known for: Excellent Service How was your ride?



TNDL License Number: None



Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.

Comfort 6.72 km | 20 min

- 08:07am
 255 Barclay Parade SW,
 Calgary, AB T2P 5C2,
 Canada
- 08:28am1505 8 Ave NW, Calgary, AB



Ubaka Ogbogu

[Business] Your Wednesday afternoon trip with Uber

1 message

Uber Receipts <uber.canada@uber.com>

19 February 2020 at 15:55

To:

Uber

Total: CA\$39.27 Wed, Feb 19, 2020

Thanks for riding, Ubaka

We hope you enjoyed your ride this afternoon.



CA\$27.54

Total

CA\$39.27

| Trip Fare | ΟΛΨ21.34 |
|------------------------------|-----------|
| Subtotal | CA\$27.54 |
| Airport Recovery Surcharge | CA\$2.75 |
| TNC fee recovery surcharge 🔞 | CA\$0.45 |
| GST | CA\$1.87 |
| Wait Time | CA\$0.76 |
| Tolls, Surcharges, and Fees | CA\$5.90 |

Amount Charged

CA\$39.27

A temporary hold of CA\$38.47 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

You rode with Tejinder



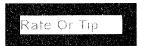


Has passed a multi-step safety screen

4.88★ Rating

Tejinder is known for: **Great Conversation**

How was your ride?



TNDL License Number: None



Every rideshare trip in Calgary is insured for a covered auto accident by Intact. Learn more.

16.32 km | 25 min

- 03:28pm 1505 8 Ave NW, Calgary, AB T2N 4N7, Canada
- 03:54pm Calgary, AB T2E 6W5, Canada



Ubaka Ogbogu 4

Thanks for tipping! We've updated your Wednesday evening trip receipt

1 message

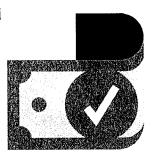
Uber Receipts <uber.canada@uber.com>

19 February 2020 at 19:51

Total: CA\$83.59 **Uber** Wed, Feb 19, 2020

Thanks for tipping, Ubaka

Thanks for tipping! We've updated your Wednesday evening trip receipt



Total

CA\$83.59

CA\$72.69 Trip fare

CA\$72.69 Subtotal

CA\$10.90 Tip

Amount Charged



CA\$72.69

CA\$10.90

A temporary hold of CA\$72.69 was placed on your payment method •••• None at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. Learn More

Visit the trip page for more information, including invoices (where available)

You rode with Puneet

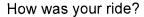


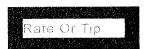


Has passed a multi-step safety screen

4.94★ Rating

Puneet is known for: Excellent Service







Every rideshare trip in Edmonton is insured for a covered auto accident by Intact. Learn more.

Comfort 36.99 km | 39 min

- 06:15pmNisku, AB T0C 0V0, Canada
- 06:54pm

 NW, Edmonton,

 Canada

From: Air Canada

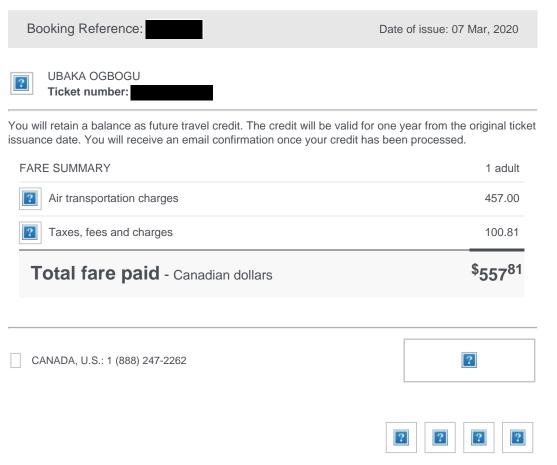
To: Claudia Gonzalez

Subject: [External] Air Canada - 24 Mar: Edmonton - Calgary (Booking Reference:

Date: March 17, 2020 6:54:02 AM

) - Your booking has been cancelled

Your booking has been cancelled.



To ensure delivery to your inbox, please add confirmation@aircanada.ca to your address book's safe sender list. This service email was sent to you because you purchased an Air Canada flight. It provides important flight information that must be communicated to you. This service email is not a promotional email. Please do not reply to this email as this inbox is not monitored. If you have questions, please visit aircanada.com.

Your privacy is important to us. To learn how Air Canada collects, uses and protects the personal information you provide, please view our Privacy Policy.

Air Canada, P.O. Box 64239, RPO Thomcliffe, Calgary Alberta, T2K 6J7



APPROVED BY:

EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: MARIE OWEN

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

B. Windwick, Chair, Board of Directors

| | | | CANADIA | AN FUNDS | |
|-----------|--|---|-----------------|----------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis transportation, parking, per diem, etc. Kilometres \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 19-Feb-20 | Mileage - to airport (35km) | 17.68 | | | 17.68 |
| 19-Feb-20 | Airfare - Edm to Cgy | | | | 363.56 |
| 19-Feb-20 | Meal - Dinner | | | | 40.00 |
| 19-Feb-20 | Hotel | 213.17 | | 10.25 | 223.42 |
| 20-Feb-20 | Taxi - to airport | 42.10 | | 1.90 | 44.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | TOTALS | 272.95 | 0.00 | 12.15 | 688.66 |

TOTAL CLAIM:

688.66



Booking Reference: **OWEN MARIE** BASIC ECONOMY/ECONOMIQUE DE BASE Frequent Flyer / voyageur assidu P25K - AC'S Flight / vol From / De Destination AC 8143 18FEB FEV **EDMONTON-YEG** CALGARY Boarding time : Heure d'embarquement 12:20 Gate / Seat / AISLE/COULOIR Departure Time / Heure de départ 12:50 Remarks / Observations Arline use / Ausage interne 0030 WCI00480 Boarding Pass | Carte d'accès à bord A STAR ALL AND E MEMBE

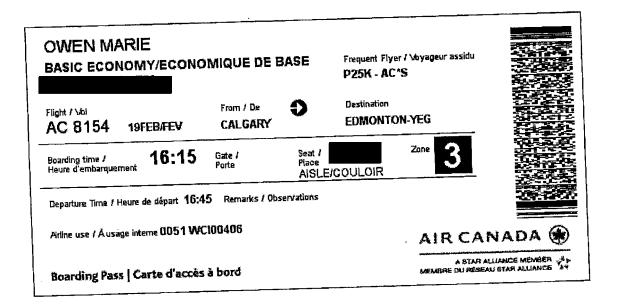
* You may reprint your boarding pass at a Self-service application.

* Check the departure screens at the airport to ensure the gate indicated on your boarding pass has not changed.

Bags:

land baggage only - please go directly to security clearance.

Page 1 of 1



^{*} If you are unable to travel, please return to the aircanada.com Check-in option, where you may cancel your check-in, subject to certain rules and restrictions.



CALGARY DOWNTOWN

209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6 Tel: 403-266-1980 Fax: 403-205-5460

GOVT CDA Mrs Marie Owen

Room: Folio:

Cashier: Arrival:

181 02-18-20

Departure:

02-19-20

| Date | Description | Additional Information | n | Charges | Credits |
|----------|---------------------------------|------------------------|-----------|---------|---------|
| 02-18-20 | Room Charge | | | 199.00 | |
| 02-18-20 | Destination Marketing Fee (DMF) | | | 5.97 | |
| 02-18-20 | Rooms - Federal Tax - GST | | | 10.25 | |
| 02-18-20 | Tourism Levy | | | 8.20 | |
| 02-19-20 | | | | | 223.42 |
| GST Sun | nmary | To | tal | 223.42 | 223.42 |
| | ion No: 826085417 10.25 | Ва | lance Due | 0.00 CD | N |
| F&B | 0.00 | 1 | | | ····· |
| Other | 0.00 | | | | |
| Total | 10.25 | | | | |

| Guest Signature: | |
|------------------|--|
| Guest Signature. | |

TEATRO RISTORANTE

0046a Table 51 #Party 1 SvrCk: 16 19:11 02/18/20

Separate checks: 2-of-2

1 TAGLIATELLE 29,00 2 ADALIA GLS ~24.00 1 CONTE TART 13.00

> Sub Total: 66.00 GST: 3.30 Sub Total: 69.30

02/18 20:49 TOTAL: 69.30

> - 24,00 NAN.TEATRO.CA

= 45.30 200 B AUE S.E. 403.290.1012 + 10.00 Tip GST # R136341625

COME TRY OUR NEW HAPPY HOUR! S6 DRINKS AND SNACKS MONDAY-FRIDAY 2PM-5PM

55.30

TEATRO RISTORANTE 200 8th Avenue SE Calgary AB T2G OK7 403-263-1042

** TRANSACTION RECORD ** Tran. #: Check #: Employee #: 310 Employee: KELLY

Amount \$69.30 ΙİΡ \$10,40 TOTAL CAD\$79.70

366001001008 8:54:42 PM

TUR: 0080008000 TSI: F800

Customer Copy THANK YOU Come Asain

والأمام والمعاملية والمعاملين والمراجع والريارين والراجع والراجع والمراجع و

ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB TZE 2N4 (403) 299-1111 CAR#830

SALE

MID: 4189233 TID: QK189233 REF#: Batch # 198 SEQ: 198 02/19/20 15:48:34

APPR CODE: 050330

AMOUNT \$40.00 TIP \$4.00 TOTAL \$44.00

00 - APPROVED - 001



CUSTOMER COPY



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: MASOOD PERACHA

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | |
|-----------|--|---|-----------------|---------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, taxis transportation, parking, per diem, etc. Kilometres \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 18-Feb-20 | Airfare - Edm to Cgy | 564.25 | | 28.21 | 592.46 |
| 18-Feb-20 | Meal - Lunch | 16.88 | | 0.84 | 17.72 |
| 18-Feb-20 | Taxi - to hotel | 52.00 | | | 52.00 |
| 18-Feb-20 | Meal - Dinner | 27.20 | | 1.18 | 28.38 |
| 19-Feb-20 | Hotel | 213.17 | | 10.25 | 223.42 |
| 19-Feb-20 | Taxi - to HQCA office | 11.43 | | 0.57 | 12.00 |
| 19-Feb-20 | Parking - Edm airport | 47.62 | | 2.38 | 50.00 |
| 19-Feb-20 | Personal allowance (1 day) | | | | 7.35 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | TOTALS | 932.55 | 0.00 | 43.43 | 983.33 |

| APPROVED BY: | B. Windwick, Chair, Board of Directors | TOTAL CLAIM: | 983.33 |
|--------------|--|--------------|--------|
| | | | |



eTicket Receipt

Prepared For PERACHA/MOHAMMAD M MR

RESERVATION CODE

ISSUE DATE

TICKET NUMBER

ISSUING AIRLINE

ISSUING AGENT

FREQUENT FLYER NUMBER



11Feb20

WESTJET

WestJet/SDX

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|----------------|--|--|---|---|
| 18Feb20 | WESTJET WS 3134 Operated by: WESTJET ENCORE | EDMONTON INTL AB, CANADA Time 14:45 | CALGARY INTL AB, CANADA Time 15:45 | Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status OK TO FLY Fare Basis NA7F5EHS Not Valid Before 18FEB20 Not Valid After 18FEB20 |
| 19Feb20 | WESTJET WS 3229 Operated by: WESTJET ENCORE | CALGARY INTL AB, CANADA Time 18:15 | EDMONTON INTL AB, CANADA Time 19:14 | Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status OK TO FLY Fare Basis HA1F5ELS Not Valid Before 19FEB20 Not Valid After 19FEB20 |

Allowances

Baggage Allowance

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS

/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER

Carry On Allowances

INTERNET, ETC

YEG to YYC, YYC to YEG - 1 Piece (WS - WESTJET)

Carry On Charges

Payment/Fare Details

| Form of Payment | |
|------------------------------------|--|
| Fare Calculation Line | YEA WS YYC217.00WS YEA249.00CAD466.00END |
| Fare | CAD 466.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
| | CAD 25.21 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 592.46 |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see https://www.westjet.com/en-ca/travel-info/fares/service-fees for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at http://www.iatatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

Important Legal Notices

Sheraton Suites Calgary Eau Claire 255 Barclay Parade SW Calgary, AB T2P 5C2

Canada

Tel: 403 266 7200 Fax: 403 266 1300



MASOOD PERACHA
Canada
Email :

Page Number : 1 Invoice Nbr

Guest Number :
Folio ID :
Arrive Date : 18-FEB-20 16:31
Depart Date : 19-FEB-20
No. Of Guest : 1
Room Number :
Room Rate : 199.00
MBV Number : 1465

Information Invoice

Tax ID : 846543619 RT0002

Sheraton Eau C YYCES 19-FEB-20 02:29 YD

| Date | Reference | Description | Charges | Credits |
|-----------|-----------|--------------------|---------|---------|
| 18-FEB-20 | RT626 | Room Chrg - Govt./ | 199.00 | |
| 18-FEB-20 | RT626 | GST (5%) | 10.25 | |
| 18-FEB-20 | RT626 | Tourism Levy (4%) | 8.20 | |
| 18-FEB-20 | RT626 | DMF (3%) | 5.97 | |
| 19-FEB-20 | | | -223.42 | |
| | | ** Total | 223.42 | -223.42 |
| | | *** Balance | 0.00 | |

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

Continued on the next page

ALLIED LINIOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111 CAR#1086

SALE From Airport

MID: 4189233 TID: UY189233 Batch #: 171

REF#: 00000006 SEQ: 171001001006 16:03:46

02/18/20 APPR CODE: 004076

AMOUNT

\$25.00

00 - APPROVED - 001



THANK YOU

CUSTOMER COPY

From Airfort, Vehick ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111

SALE

CAR#69

MID: 4189233 TID: QY189233 Batch #: 125

REF#: 00000012 SEQ: 125001001012

02/18/20 APPR CODE: 088391

AMOUNT TIP TOTAL

\$24.60 \$2.40 \$27.00

00 - APPROVED - 001



THANK YOU

CUSTOMER COPY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton Tax Code CA5%

POF 1st F1 19/02/20 19:12 Receipt 002953

Short-term parking tkt HL - No. 002703 18/02/20 13:17 19/02/20 19:12 Period 1d5h56' Period 1d5h56 (Tax)

\$50.00 Total \$50.00)

Payment Receiv \$50.00 Sub Total \$47.62 Tax

HOTEL to HACA

Checker Taxi 316 Meridian Rd SE Calgary, AB T2A 1X2 (403) 299-9999 www.thecheckergroup.com

Feb 19, 20 08:27

Car# 675 Driver# 13398 Driver Tax# 758 076 335 Booking# 22865815

From:

2020-02-19 8:16:27 AM

2020-02-19 8:26:52 AM

| Flagfall | \$3.80 |
|--------------|---------|
| Fare | \$7.40 |
| Extras | \$0.00 |
| Flat Rate | \$12.00 |
| Total + Tips | \$12.00 |
| Subtotal | \$12.00 |
| Tip | \$0.00 |
| Card Charged | \$12.00 |
| Tax | \$0.57 |

Approva1

Card No Entry Mode Auth ID MID 000082444240014

TID 04533960 Issuer

Mode AID

TVR 0000000000 IAD 06011103A00000 TSI

ARC 00

2020-02-19 8:27:43 AM

Thank you for using Checker Taxi!

/SEL P000013028/C000130272-002/010-*VIP-A13028

Receipts - Massed Remaka (1)
Feb 18/19, 2020

Curch - Elmonton Airport

OPERATED BY

BRIOCHE DOREE
EDMONTON INTERNATIONAL AIRPORT

360874 Ammie

CHK 7862 GST 1

TO GO

1 SLD COBB 11.99 1 JUC ODWLLA 4.89

SUBTOTAL 16.88

TAX 0.84

AMOUNT PAID 17.72

AT064823 XXX4955

VISA CC 17.72 --360874 Closed FEB18 01:45PM---

WE WANT TO HEAR YOUR FEEDBACK!
PLEASE CONTACT 1-877-672-7467
OR CUSTOMERSERVICE@HMSHOST.COM
TO SHARE YOUR EXPERIENCE.

STOREID: YEGBDC01 GST #137512901

Your order number is: 7862

Dinner, Fob 18

10EY 20204 Eau Claire 208-200 Barclay Parade Calgary AB T2P 4R5 403-263-6385

** TRANSACTION RECORD **
Tran. #: 19641
RUC: BINING
Table #:
Check #:
Group #: 1
Employee #: 25
Employee: Kristy P

Amount \$24.68 Tip \$3.70

TOTAL CAD\$28.38

#PPROVED 074202 00-001 (001) 074202 JY05C\$22/JY05C\$22 334001001007 02/18/2020 7:52:47 PM

No signature required

Customer Copy

THANK YOU Come Again

JOEY EAU CLAIRE

208 Barclay Parade 3W Calgary, AB 403.263.6336

14 Nemo M

Tb1 141/1 Chk 1620 Gst

1 POP pop diet coke 4.25 1 REFILL POP 0.00 1 BR SALMON BOWL 19.25

SUBTTL 23.50 TAX GST 5% 1.18 07:51PM TOTAL 24 68

THANK YOU FOR DINING WITH US

Please share how we did: GOOGLE | YELP | TRIPADVISOR

@JOEYRESTAURANTS
Follow, Share, Like and Post
JOEYRESTAURANTS.COM

GST# R894148667

912-235

P000012489/C000124882-002/010-*VIP-A12489 /SEL /

Recipts - Misord Perauln (2)



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: DR. TREVOR THEMAN

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | | CANADIA | N FUNDS | | |
|-----------|---|----------|-----------------|---------|-------------------------|--|
| Date | Description of Expense (include # of kilometres) | | airfare, accon | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed | |
| 12-Jan-20 | Flight - Air Canada (cancelled), Edm to Cgy | 545.21 | | | 545.21 | |
| 20-Jan-20 | Parking | 13.67 | | 0.68 | 14.35 | |
| 20-Jan-20 | ICD course registration - Alberta's New Approach to ABCs | 65.00 | | 3.25 | 68.25 | |
| 7-Apr-20 | ICD course registration - Political Intelligence for Boardrooms | 950.00 | | 47.50 | 997.50 | |
| 12-May-20 | ICD course registration - Crown Director Effectiveness | 950.00 | | 47.50 | 997.50 | |
| | | | | | | |
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| | | | | | | |
| | TOTALS | 2,523.88 | 0.00 | 98.93 | 2,622.81 | |
| | | | | | | |

| APPROVED BY: | D. Apps, Vice-Chair | TOTAL CLAIM: | 2,622.81 |
|--------------|---------------------|--------------|----------|
| | | | |

Claudia Gonzalez

From:

Trevor

Sent:

January 21, 2020 4:24 PM

To:

Claudia Gonzalez

Subject:

Fwd: [External] Air Canada - 27 Jan: Edmonton - Calgary (Booking

Reference:

- Your booking has been cancelled

Begin forwarded message:

From: Air Canada < confirmation@aircanada.ca>

Subject: Air Canada - 27 Jan: Edmonton - Calgary (Booking Reference:

Your booking has been cancelled

Date: January 21, 2020 at 9:27:43 AM MST

To:

Your booking has been cancelled

Booking Reference:

Date of issue: 12 Jan, 2020

ř

TREVOR THEMAN
Ticket Number:

You will retain a balance as future travel credit. The credit will be valid for one year from the original ticket issuance date. You will receive an email confirmation once your credit has been processed.

FARE SUMMARY

1 adult



Taxes, fees and charges

100.21

Total fare paid - Canadian dollars

\$54521







To ensure delivery to your inbox, please add confirmation@aircanada.ca to your address book's safe sender list. This service email was sent to you because you purchased an Air Canada flight. It provides important flight information that must be communicated to you. This service email is not a promotional email. Please do not reply to this email as this inbox is not monitored. If you have questions, please visit aircanada.com.

Your privacy is important to us. To learn how Air Canada collects, uses and protects the personal information you provide, please view our Privacy Policy.

Air Canada, P.O. Box 64239, RPO Thomcliffe, Calgary Alberta, T2K 6J7

From: Trevor Theman

Sent: January 20, 2020 9:44 AM

To: Claudia Gonzalez < Claudia.Gonzalez@hqca.ca> Subject: Fwd: [External] hangTag Parking Receipt

Begin forwarded message:

From: hangTag Support <support@hangtag.io> Date: January 20, 2020 at 7:34:46 AM MST

To:

Subject: hangTag Parking Receipt



hangTagTM Parking Receipt

Purchase Number: 11967600 Account:

Parking session details:

Start: 20-Jan-20 7:34 AM End: 20-Jan-20 9:34 AM

Lot: Thornton Court

Address: 5 Thornton Court NW, Edmonton, AB, T5J 2E7

Vehicle: AB Card:

Total cost: \$14.35 Tax (included): \$0.68 Fees (included): \$0.35

Pro Tip #1 - You can extend parking directly from your app.

Pro Tip #2 - Forget where you parked? Click the address above in your mobile phone

Claudia Gonzalez

From:

Trevor

Sent:

December 30, 2019 12:35 PM

To:

Claudia Gonzalez

Subject:

Fwd: [External] Order Receipt

Begin forwarded message:

From: < orders@icd.ca > Subject: Order Receipt

Date: December 30, 2019 at 12:13:41 PM MST

To: "Dr Trevor Theman, ICD.D"



2701 - 250 Yonge Street Toronto, ON M5B 2L7 Tel: (416) 593-7741 Fax: (416) 593-0636

Website: www.icd.ca

Dear Trevor,

Thank you for your order! Your purchase helps support our organization and we appreciate your business.

Here are the details of your order/receipt. Please retain this email for your records.

Order Number:

Order Date: Dec 30, 2019 2:12 PM Bill To: Dr Trevor Theman, ICD.D

Order Total: 68.25

Payment Method:

Name on Card: Trevor Theman

Price Qty Total Item 65.00 65.00

Alberta's New Approach to Agencies, Boards, and Commissions - Dr Trevor Theman, ICD.D

When: Jan 20, 2020 - Jan 20, 2020 Where: Fairmont Hotel Macdonald **Empire Ballroom**

10065 100 Street NW Edmonton, AB Canada

Registration option: Jan 20, 2020 7:30 AM - Alberta's New Approach to Agencies, Boards, and Commissions

Item Total 65.00

Shipping

0.00

| Handling | 0.00 |
|-------------------------|-------|
| GST | 3.25 |
| Item Grand Total | 68.25 |
| Transaction Grand Total | 68.25 |

Thank you again for your support!
This is an automatically generated email, please do not reply.

GST/HST# 12179 8201 QST# 12048 55478

Claudia Gonzalez

From: Trevor

Sent: December 30, 2019 12:37 PM

To: Claudia Gonzalez

Subject: Fwd: [External] Order Receipt

Begin forwarded message:

From: < orders@icd.ca > Subject: Order Receipt

Date: November 11, 2019 at 1:04:32 PM MST

To: "Dr Trevor Theman, ICD.D"



2701 - 250 Yonge Street Toronto, ON M5B 2L7

Tel: (416) 593-7741 Fax: (416) 593-0636

Website: www.icd.ca

Dear Trevor,

Thank you for your order! Your purchase helps support our organization and we appreciate your business.

Here are the details of your order/receipt. Please retain this email for your records.

Order Number:

Order Date: Nov 11, 2019 3:02 PM Bill To: Dr Trevor Theman, ICD.D

Order Total: 997.50

Payment Method:

Name on Card: Trevor Theman

Item

Edmonton 001 Political Intelligence for Boardrooms - Dr Trevor Theman, ICD.D

When: Apr 7, 2020 8:30 AM - Apr 7, 2020 4:30 PM Where: University of Alberta Enterprise Square 10230 Jasper Avenue, Room 2-157 Edmonton, AB T5J 4P6 Canada

Registration option: Apr 7, 2020 8:30 AM - EDMPOL001 Course Registration Program Items:

• Apr 7, 2020 8:30 AM: EDMPOL001 ICD Membership for Course Participants

Item Total950.00Shipping0.00Handling0.00

Price

950.00

Qtv

Total

950.00

2

GST 47.50

Item Grand Total 997.50

Transaction Grand Total 997.50

Thank you again for your support!
This is an automatically generated email, please do not reply.

GST/HST# 12179 8201 QST# 12048 55478

Login



Search

Events

Courses

Resource Centre

Board Opportunities

Join Now

About the ICD

My Account

Home

Courses

Short Courses



Short Courses

Current Short Courses

Why Short Courses?

Program Fees

Course Policies

Crown Director Effectiveness

This course introduces directors and senior public servants to the unique circumstances and challenges that often exist when serving on government controlled entities. It examines strategies, best practices and approaches that directors can take when dealing with government shareholders, multiple stakeholders, ministers and the bureaucracy, and political reactions.

Upcoming Course Dates and Application Deadlines:

CITY

APPLICATION DEADLINE

COURSE DATE

Calgary

April 14, 2020

May 12, 2020

*Existing members must log in to the site before applying. *Non-members must create an account before applying.

READY TO APPLY

Course Information

Ready to Apply

Course Format **Current Offerings** Course Faculty Application Form

Course Pricing Details & CEUs

The program fee for any short course is:

ICD.Ds: \$950 plus applicable

taxes

ICD Members: \$1050 plus

applicable taxes

Non-Members: \$1,395 plus applicable taxes

*Non-Members who apply for admission into any short course will receive a one-year ICD membership (value of \$395).

Short courses are eligible for tuition tax credit.

Continuing Education Credits

For ICD, Ds this course is worth 8 of the 14 CEUs required annually to maintain the designation.

Institute of Corporate Directors Institut des administrateurs de sociétés

RECEIPT

2701-250 Yonge Street Toronto, ON M5B 2L7

Invoice No.

Sold To:

Dr Trevor Theman, ICD.D

Ship

Dr Trevor Theman, ICD.D

| • | | | |
|---|--|--|--|
| | | | |
| | | | |
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| ccount No. | | Purchase Order No. | 0 | rder Date | Order Number | | Terms | Invoice Date |
|----------------|-------------|---------------------------------------|-----------------------|-----------|-------------------------------|------|------------|-------------------|
| | İ | | 8. | /26/2019 | | Upo | n Receipt | 8/26/2019 |
| Qty [| Description | | | | | | Unit Price | Extended Price |
| 1 | Calgary, AE | RN 6 - 5/12/2020 3 06/CRNREG | | | | | 950.00 | |
| G Line Item | ST/HST: 47. | 50 Other | Total PST/QST: Tax | Subtot | · · · · · · · · · · · · · · · | | Am | ount Due |
| 950.0 | 00 | | 47.50 | 997.5 | 50 997 | 7.50 | | 0.00 |

GST Remittance Number: 12179 8201 QST Remittance Number: 1204855478

OE1A



EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: BRENT WINDWICK

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | CANADIAN FUNDS | | | | |
|---------------|--|----------------|--------------------------------------|-------|--|--|
| Date | Description of Expense (include # of kilometres) | | g airfare, accon ion, parking, pe | | ation, meals, taxis, n, etc. Kilometres at | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed | |
| Feb. 14, 2020 | Mileage - Edm to Cgy (590km) | 297.95 | | | 297.95 | |
| Feb. 18, 2020 | Red Arrow - to Cgy | 135.24 | | 6.76 | 142.00 | |
| Feb. 19, 2020 | Hotel | 213.17 | | 10.25 | 223.42 | |
| Mar. 05, 2020 | Red Arrow - to Cgy | 159.05 | | 7.95 | 167.00 | |
| Mar. 17, 2020 | Mileage - Edm to Cgy (155km) | 78.28 | | | 78.28 | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |
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| | | | | | | |
| | | | | | | |
| | TOTALS | 883.69 | 0.00 | 24.96 | 908.65 | |
| | | | | | | |

| APPROVED BY: | D. Apps, Vice-Chair | TOTAL CLAIM: | 908.65 |
|--------------|---------------------|--------------|--------|
| | | | |

Sheraton Suites Calgary Eau Claire 255 Barclay Parade SW Calgary, AB T2P 5C2 Canada Tel: 403 266 7200 Fax: 403 266 1300



Brent Windwick Page Number Invoice Nbr 210 811 14 Street NW Guest Number Calgary, AB T2N2A4 Folio ID : EX-A Canada Arrive Date : 18-FEB-20 18:28 Depart Date : 19-FEB-20 Email : CLAUDIA.GONZALEZ No. Of Guest 1 @HQCA.CA Room Number Room Rate 199.00 MBV Number

Information Invoice

Tax ID : 846543619 RT0002

| Date | Reference | Description | Charges | Credits |
|-----------|-----------|--------------------|---------|---------|
| 18-FEB-20 | RT327 | Room Chrg - Govt./ | 199.00 | |
| 18-FEB-20 | RT327 | GST (5%) | 10.25 | |
| 18-FEB-20 | RT327 | Tourism Levy (4%) | 8.20 | |
| 18-FEB-20 | RT327 | DMF (3%) | 5.97 | |
| 19-FEB-20 | AX | | -223.42 | |
| | | ** Total | 223.42 | -223.42 |

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

0.00

*** Balance

Continued on the next page

Red Arrow Itinerary/Receipt

Red Arrow Reservations <itinerary@redarrow.ca>

Sun 2020-02-16 9:44 AM

To:



ITINERARY/RECEIPT

PRICE/UNIT

2020-02-16

BILLED

You can reach us at:

Website User

Corporate Sales

| ORDER# | ORDERED | CUSTOMER# | P.O. | GROUP NAME | DEPARTING | RETURNING | SALES REP | SALES AGENT |
|--------|------------|-----------|------|------------|------------|------------|-----------|--------------|
| | 2020-02-16 | - 1 | | | 2020-02-18 | 2020-02-19 | | Website User |

OCCUPANCY

QTY

DURATION

Travellers:

Windwick/Brent

PRODUCT DESCRIPTION

| PRODUCT DECORAL TION | DURATION | OCCUPANCI | Q11 | I MOL/ONI | DILLLU |
|--|---------------|-----------|-----|-----------|----------|
| EDMCAL 14:00 YYC* | 3 hrs 50 mins | Senior | 1 | \$ 67.62 | \$ 71.00 |
| Assigned to: | | | | | |
| Departs Edmonton (EDMSOUTH / New | | | | | |
| Location / 5359 Calgary Trail) at 14:15 on 2020- | | | | | |
| 02-18. | | | | | |
| Arrives Calgary (CALTO / CTO 205 9 Ave SE) at | | | | | |
| 18:05 on 2020-02-18. (3 hrs 50 mins) | | | | | |
| CEEXP 16:30. | 3 hrs 5 mins | Senior | 1 | \$ 67.62 | \$ 71.00 |
| Assigned to: | | | | | |
| Departs Calgary (CALTO / CTO 205 9 Ave SE) at | | | | | |
| 16:30 on 2020-02-19. | | | | | |
| Arrives Edmonton (EDMSOUTH / New | | | | | |
| Location / 5359 Calgary Trail) at 19:35 on 2020- | | | | | |
| 02-19. (3 hrs 5 mins) | | | | | |

Payments Received

| DATE | GUEST | REFERENCE | AMOUNT |
|------------|----------------|-----------|-----------|
| 2020-02-16 | Brent Windwick | | \$ 142.00 |

| \$ 135.24 | |
|-----------|--|
| \$ 0.00 | |
| \$ 0.00 | |
| \$ 6.76 | |
| \$ 142.00 | |
| \$ 142.00 | |
| φ 142.00 | |
| \$ 0.00 | |
| | |

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

ITINERARY/RECEIPT

2020-03-05



Website User

You can reach us at: Corporate Sales

| ORDER# | ORDERED | CUSTOMER# | P.O. | GROUP NAME | DEPARTING | RETURNIN | G | SALES REP | SAL | ES AGENT |
|-----------------|----------------------|----------------|----------|------------|------------|-----------|-----|-----------|---------|-----------|
| | 2020-03-02 | | | | 2020-03-05 | 2020-03-0 | 05 | | Web | site User |
| ravellers: | | | | | | | | | | |
| Vindwick/Bre | nt | | | | | | | | | |
| PRODUCT DESCRIP | PTION | | | DUF | RATION | OCCUPANCY | QTY | PRICE/L | INIT | BILLED |
| CHANGE F | EE | | | | | | 1 | 5 | 3 23.81 | \$ 25.00 |
| EDMCAL 0 | 8:00 YYC* | | | 3 hrs | 35 mins | Senior | 1 | | 67.62 | \$ 71.00 |
| Assigned to: | | | | | | | | | | |
| 0.3.4.3.00 | (EDMSOUT | H / New Locati | on / 535 | 59 | | | | | | |
| Calgary Trail |) at 08:15 on 2020-0 | 3-05. | | | | | | | | |
| Arrives Calga | ary (CGYNORTH / | CNS 304 35 Av | e NE) a | it | | | | | | |
| 11:50 on 2020 | -03-05. | | | | | | | | | |
| CEEXP 16:30 | 0. | | | 2 hrs | 50 mins | Senior | 1 | 5 | 67.62 | \$ 71.00 |

Assigned to:

Departs Calgary (CGYNORTH / CNS 304 35 Ave NE) at 16:45 on 2020-03-05.

Arrives Edmonton (EDMSOUTH / New Location / 5359 Calgary Trail) at 19:35 on 2020-03-05.

| Pay | ments Received: | |
|-----|-----------------|--|
| | DATE | |
| | 2020-03-02 | |

2020-03-05

GUEST Brent Windwick Windwick/Brent



\$ 142,00 \$ 25.00

| \$ 159.05 |
|-----------|
| \$ 0.00 |
| \$ 0.00 |
| \$ 7.95 |
| \$ 167.00 |
| \$ 167.00 |
| \$ 0.00 |
| |

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

PAYMENT TERMS: DUE UPON RECEIPT. Corporate Billing Accounts: Payment due 30 days after completion of trip. GST# BN139981476

LUGGAGE ALLOWANCE: Please note that the luggage allowance per person included in your fare is 4 pieces including carry-on bags and luggage stowed underneath the coach. Carry-on items include purses, backpacks, and laptop bags. Additional luggage is \$10 per piece up to a maximum of 6 pieces total. Red Arrow will not be responsible for the loss of or damage to checked or carry-on luggage in excess of stated maximum liability. For the full policy, please visit www.redarrow.ca or view the policy posted on our information boards at our Ticket Offices**

CHANGE AND CANCELLATION POLICY: If you wish to change time, change date, or cancel for a full refund – you must provide us with the following notice: 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures. All Camrose Departures require 30 minutes notice. From December 11, 2020 – January 4, 2021 we require 24 hours notice to cancel or make any changes to a reservation. Failure to provide proper notice makes the trip non-refundable & will result in an additional change fee. If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

NO SHOWS: EFFECTIVE NOVEMBER 1, 2019: Not showing up for your departure or failure to arrive on time will result in the forfeit of full fare.

HOLIDAY BLACKOUT PERIOD: Please note that from December 11, 2020 - January 4, 2021, we require 24 hours notice for all changes and cancellations. Additionally, Frequent Traveller Points may not be redeemed during the Holiday Blackout Period.

IDENTIFICATION: Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time. If you do not have government issued picture ID, you could be denied boarding.



APPROVED BY:

EXPENSE CLAIM for Board of Directors

The disclosure of expenses for the HQCA Board of Directors reflects our commitment to transparency and accountability, and our responsibility for the sound financial management of public funds. All expenses are in compliance with the HQCA's <u>Allowable Expense Policy</u> and is aligned with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and Public Disclosure of Travel and Expenses Policy.

HQCA EXPENSE CLAIM for BOARD OF DIRECTORS

CLAIMANT: Board expenses processed by C. Gonzalez

C. McBrien-Morrison, Executive Director

DATE: For the quarter ending March 31, 2020 (Q4 - 2019/20)

| | | CANADIAN FUNDS | | | |
|-----------|--|--|-----------------|-------|-------------------------|
| Date | Description of Expense (include # of kilometres) | TRAVEL EXPENSES including airfare, accommodation, meals, transportation, parking, per diem, etc. Kilom \$0.505/km. | | | |
| | | LOCAL | Out of Prov. | GST | Total Amount Claimed |
| 22-Jan-20 | Board meeting - lunch | 265.48 | | 13.24 | 278.75 |
| 19-Feb-20 | Board meeting - breakfast & lunch | 605.53 | | 30.29 | 635.82 |
| | | | | | |
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| | | | | | |
| | TOTALS | 871.01 | 0.00 | 43.53 | 914.57 |
| | | | | | |

TOTAL CLAIM:

914.57



BILL TO

HEALTH QUALITY COUNCIL OF ALBERTA Claudia Gonzalez 210, 811 - 14 Street NW Calgary AB T2N 2A7 PO#:

INVOICE E458672

Wednesday, January 22, 2020

[CP - Commerce Place]

DELIVER TO: call for access DELIVERY TIME: 12:00 pm

| Food/Service Items | Qty | Price | Total |
|---|-----|-------|-------|
| Canned Beverages: Diet Coke | 5 | 1.99 | 9.95 |
| Canned Beverages: Nestea Iced Tea | 2 | 1.99 | 3.98 |
| Canned Beverages: Canada Dry Ginger Ale | 1 | 1.99 | 1.99 |
| Coffee Urn - 10 cups | 2 | 19.90 | 39.80 |
| Decaffinated Coffee Urn - 10 cups | 1 | 19.90 | 19.90 |
| Coffee Cups | 30 | | |
| Sugar | 30 | | |
| Creamer | 30 | | |
| Stir Sticks | 30 | | |
| Gourmet Box Lunch | 1 | 16.99 | 16.99 |
| Gourmet Sandwich: Smoked Salmon | 1 | | |
| Gourmet Deli Side Salad - Included with Box/Gourmet Lunch **GREEK** | 1 | | |
| Dessert Square - Included with Gourmet Box Lunch | 1 | | |
| Fresh Squeezed Juice - Included with Gourmet Box Lunch **LEMONADE** | 1 | | |
| Napkin & Cutlery - Included with Box/Gourmet Lunch | 1 | | |
| Gourmet Box Lunch | 1 | 16.99 | 16.99 |
| Gourmet Sandwich: Chicken | 1 | | |
| Gourmet Side Salad: Broccoli & Sweet Grape | 1 | | |
| Dessert Square - Included with Gourmet Box Lunch | 1 | | |
| Fresh Squeezed Juice - Included with Gourmet Box Lunch **LEMONADE** | 1 | | |
| Napkin & Cutlery - Included with Box/Gourmet Lunch | 1 | | |
| Gourmet Box Lunch | 1 | 16.99 | 16.99 |
| Gourmet Sandwich: Smoked Salmon | 1 | | |

1/15/2020 - 11:42:19 AM Page 1 of 2

| Gourmet Side Salad: Greek | 1 | | |
|---|---|-------|-------|
| Dessert Square - Included with Gourmet Box Lunch | 1 | | |
| Fresh Squeezed Juice - Included with Gourmet Box Lunch **CARROT** | 1 | | |
| Napkin & Cutlery - Included with Box/Gourmet Lunch | 1 | | |
| On word Post London | 4 | 40.00 | 40.00 |
| Gourmet Box Lunch | 1 | 16.99 | 16.99 |
| Gourmet Sandwich: Chicken | 1 | | |
| Gourmet Side Salad: Quinoa Apple | 1 | | |
| Dessert Square - Included with Gourmet Box Lunch | 1 | | |
| Pellegrino Sparkling water | 1 | | |
| Napkin & Cutlery - Included with Box/Gourmet Lunch | 1 | | |
| Gourmet Entree Salad: Cajun Chicken and Avocado **no cheese** | 3 | 9.99 | 29.97 |
| Gourmet Entree Salad: Chicken Pad Thai | 3 | 9.99 | 29.97 |
| Gourmet Entree Salad: Chicken Pad Thai **NO SHELLFISH - ALLERGY** | 1 | 9.99 | 9.99 |
| Gourmet Entree Salad: Salmon and Goat Cheese | 1 | 9.99 | 9.99 |
| Gourmet Entree Salad: Southwestern Flank Steak and Corn | 1 | 9.99 | 9.99 |
| Gourmet Entree Salad: Strawberry, Kale and Goat Cheese | 1 | 9.99 | 9.99 |

No Disposables (Napkins, Plates, Cutlery) Requested

^{*}Disposables are \$0.35/set. Please contact us to add them to your order*

| Delivery Charge | 22.00 |
|-----------------|-------|
|-----------------|-------|

| Subtotal | 265.48 Service Charge | 0.00 | |
|-------------|-----------------------|------|--|
| Tax | 13.27 | | |
| Total Value | 278.75 | | |
| | | | |

Thank you for this opportunity to serve you.

5524 1A St. SW Calgary, AB. T2H 0E7





Billing Information:

Health Quality Council of Alberta 210, 811-14 Street NW Calgary AB T2N 2A4 inc.

GST Number: 817489586RT0001

Delivery Information:

Health Quality Council of Alberta Claudia Gonzalez: 403-297-3992 C:403.200.6006

210, 811 - 14 St NW

Invoice Date: February 19, 2020

PO Number:

Terms are 30 days net for cheques and EFT payments Overdue accounts will be subject to an 2% interest monthly.

We accept Credit card payment with no surcharge up to 3 days after receiving your invoice.

A 3% surcharge is applicable to card payments after 3 days or for amounts exceeding \$1500.00

Institution:

Transit:

Account:

| Quantity | Description | Price | Disc Extension |
|----------|--|-------|----------------|
| | | | |
| 1 | **** Breakfast ***** | 0.00 | 0.00 |
| 10 | Scrambled Eggs | | |
| | Breakfast Sausages | | |
| | Roasted Potatoes/Ketchup | | |
| | Fresh Fruit | 14.75 | 147.50 |
| 6 | Savoury Cold Breakfast | | |
| | Seasonal Fresh Fruit | 11.50 | 69.00 |
| 16 | Compostable Cups Large Plates, Forks, Knifes, Large Napkins | 0.00 | 0.00 |
| 1 | Delivery Out of Core-8:15am | 25.00 | 25.00 |
| -10 | Exclude Toast | 1.00 | -10.00 |
| 1 | ***** Lunch ***** | 0.00 | 0.00 |
| 12 | Chicken Breast Supreme in a Sundried Tomato and Roasted Pepper Cream Sauce | | |
| | Rice | | |
| | (6)Mixed Green Salad | | |
| | MBV | | |
| | (6) Balsamic Glazed Grilled Vegetables | | |
| | Desserts | 25.00 | 300.00 |
| 12 | Compostable Large Plates, Forks, Knifes, Large Napkins | 0.00 | 0.00 |
| 1 | Delivery Out of Core - 11:45am | 25.00 | 25.00 |
| 6 | Balsamic Glazed Grilled Vegetable Salad Substitute | 2.25 | 13.50 |
| 1 | 10% extra charge when split portions are for fewer than 10 people each | 35.53 | 35.53 |

We do not automatically add gratuities to our corporate catering invoices. If you would like to add a gratuity, please inform us and 100% of it will be distributed amongst our outstanding staff.