

expense | monthly tracking report

claimant | Faber, Cathy

position | Superintendent, Learning Innovation & CIO

level | Superintendent

reporting period | October 1 to October 31, 2012

date of report | January-14-13



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	10/11/12	Monthly Service Plan	\$98.70	other disclosed	telecom/cell phone
Tablet	10/11/12	Monthly Service Plan	\$21.00	other disclosed	telecom/tablet
Supply Chain Industry Meeting	10/04/12	Host for multiple supply chain organizations at Career Technology Centre	\$80.00	hospitality	BUS food/non alcoholic beverage
CASS Yearly Membership	10/05/12	CASS Provincial Regulated Membership Renewal	\$1,054.94	other disclosed	membership, due, fees
School Technology Advisory Council Conference in Edmonton	10/05/12	Airfare from Calgary to Edmonton	\$200.68	travel	BUS airfare/bus/rail
School Technology Advisory Council Conference in Edmonton	10/05/12	Airfare from Edmonton to Kelowna (reimbursement for additional expense for personal travel)	\$310.93	travel	BUS airfare/bus/rail
School Technology Advisory Council Conference in Edmonton	10/05/12	Taxifare from conference site to Edmonton airport	\$66.00	travel	BUS airfare/bus/rail
School Technology Advisory Council Conference in Edmonton	10/05/12	Taxifare from Edmonton airport to conference site	\$64.00	travel	BUS airfare/bus/rail
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Registration	\$149.00	travel	BUS general
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Airfare - Return Calgary to Toronto	\$896.86	travel	BUS airfare/bus/rail
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Airfare -Seat selection Calgary to Toronto	\$32.55	travel	BUS airfare/bus/rail
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Hotel in Toronto from Oct 21-23	\$449.74	travel	BUS accommodation
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Taxi from Toronto airport to Hotel	\$63.00	travel	BUS airfare/bus/rail
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Taxi from Hotel to airport	\$68.00	travel	BUS airfare/bus/rail
Education Leadership Institute 2010 Conference in Toronto	10/23/12	Parking at Calgary Airport	\$21.00	travel	BUS airfare/bus/rail
Fort McMurray School District Partnership Meeting	10/31/12	Airfare - return from Calgary to Fort McMurray	\$727.91	travel	BUS airfare/bus/rail
Fort McMurray School District Partnership Meeting	10/31/12	Airfare seat selection	\$21.00	travel	BUS airfare/bus/rail

Fort McMurray School District Partnership Meeting	10/31/12	Airfare - additional from Fort McMurray to Calgary for changing flight	\$115.50	travel	BUS airfare/bus/rail
Fort McMurray School District Partnership Meeting	10/31/12	Airfare change fee	\$78.75	travel	BUS airfare/bus/rail
Fort McMurray School District Partnership Meeting	10/31/12	Hotel in Fort McMurray for two nights	\$416.22	travel	BUS accommodation
Fort McMurray School District Partnership Meeting	10/31/12	Taxifare from Ed Centre to airport	\$56.60	travel	BUS airfare/bus/rail
Fort McMurray School District Partnership Meeting	10/31/12	Taxifare from Hotel to airport in Fort McMurray	\$28.33	travel	BUS airfare/bus/rail



INDIVIDUAL DETAIL

CATHY FABER LEARNING INNOVATION
EDUCATION CENTRE

Savings Details

Corporate Discount 29.57

Total Month's Savings \$ 29.57

Current Charges - Detail

Contract Term : 3 yr

Monthly Service Plans Oct 12 to Nov 11

Service Plan Name	Total
Talk \$50/500	50.00
20.0% Voice disc	-10.00
Total	\$ 40.00

Additional Local Airtime Service	<small>*Free Airtime includes: bonus minutes, birthday calling, evenings & weekends, free incoming, *611 and In Network Calling</small>				Total
	Total Airtime	*Free Airtime	Included Airtime	Chargeable Airtime	
Phone (minutes)	49:29	0:00	49:29	0:00	0.00
Total					\$ 0.00

Long Distance Charges Service	Total	Free	Included	Chargeable	Total
	LD Minutes	LD Minutes	LD Minutes	LD Minutes	
Domestic Phone	31:41	0:00	0:00	31:41	11.11
Total Long Distance Used					\$ 11.11
20% discount w/ 8¢ LD					-8.57
Total					\$ 2.54

Data and Other Services Service	Total Events	Event Type	Total
Text Msg - Sent	62	Msg	0.00
Data Usage - BlackBerry Smartphones	7,018	MB	0.00
Text Msg - Received	45	Msg	0.00
Total			\$ 0.00

Value Added Services Service	Total
Basic Voice Mail Free (Oct 12 to Nov 11)	Free
Call Forward Immediate (Oct 12 to Nov 11)	Free
Caller ID Free (Oct 12 to Nov 11)	Free
Cost Assure for BB BES 40 NA (Oct 12 to Nov 11)	40.00
Detailed Billing \$0 (Oct 12 to Nov 11)	Free
Incoming Mobile Promo (Oct 12 to Nov 11)	Free
Unlimited Messaging (Oct 12 to Nov 11)	15.00
20.0% BlackBerry data disc	-8.00
20.0% Voice disc	-3.00
Total	\$ 44.00

Other Fees Charge	Total
Enhanced 911 Access Charge (Oct 12 to Nov 11)	0.50
System Access Fee (Oct 12 to Nov 11)	6.95
Total	\$ 7.45

Taxes	Total
GST	4.71
Total	\$ 4.71

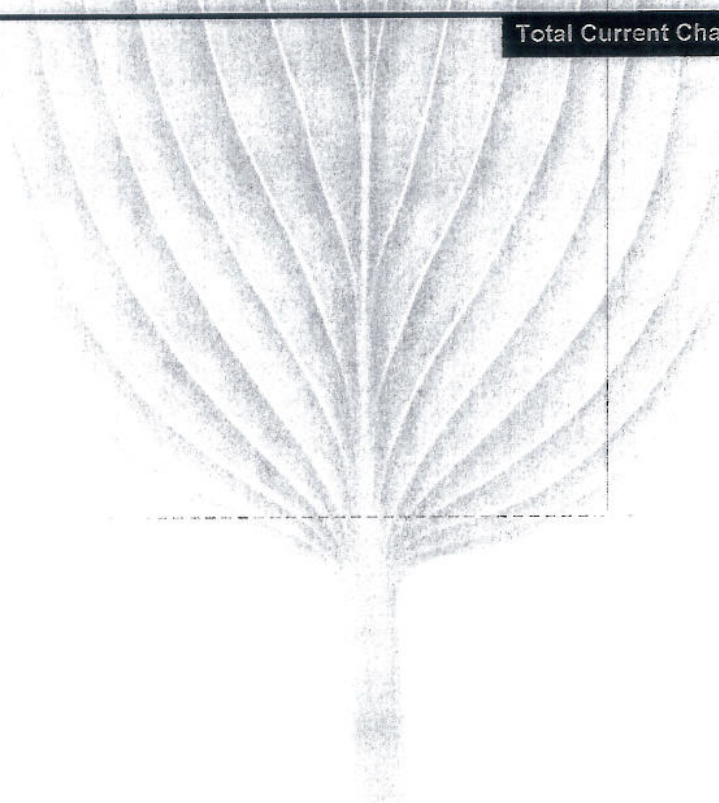
Total Current Charges \$ 98.70

PTL PD50A 00039 HRI - 1497 - 1161 - 9 - 1 - 007417

INDIVIDUAL DETAIL
CATHY FABER
INFORMATION TECHNOLOGIES
Current Charges - Detail

Monthly Service Plans Oct 12 to Nov 11			
Service Plan Name		Total	
Cost Assure for Tablets		20.00	
Total			\$ 20.00
Data and Other Services			
Service	Total Events	Event Type	Total
Data Usage - Mobile High Speed	344.3	MB	0.00
Total			\$ 0.00
Value Added Services			
Service		Total	
Detailed Billing \$0 (Oct 12 to Nov 11)		Free	
Total			\$ 0.00
Taxes			
Service		Total	
GST		1.00	
Total			\$ 1.00
Total Current Charges			\$ 21.00

PTL PD50A 00039 HRI - 1497 - 1442 - 9 - 1 - 007979



SAFE



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Size:



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SAFEWAY

STORE MGR ROB GORUK MANA 403-264-1375
GST/HST #119347672

BAKED GOODS

SPCL ORD BRD	80.00
**** TAX .00 BAL	80.00
VF MasterCard	80.00

ACCOUNT NUMBER *****
AUTHOR. #: 100351

CHANGE .00
TOTAL NUMBER OF ITEMS SOLD = 1
10/04/12 08:03 0212 33 0002 8800

YOUR CASHIER TODAY WAS

NET WT

Total Price	
\$80.00	
2 2 2 0 6 7 1 5 8 0 0 8	Store # 212
Canada Safeway Ltd. H.O. Calgary, AB T2P 2J6	

Order Taken

DUE

Date: THURS Oct 4 Kit: _____
 Hour: 8 AM AM PM Balance: = \$80.00

WARDIS

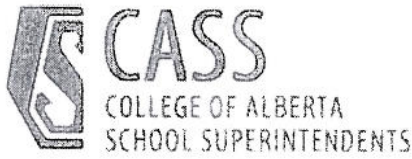
SAFEMARK

late Carrot
he Sponge

mon
eam Cheese
awberries

5 EACH

4 x 20.00



LEADERSHIP EXCELLENCE FOR
WORLD-CLASS PUBLIC EDUCATION



- [Home](#)
- [Zone Info](#)
- [Communication](#)
- [Professional Learning](#)
- [Members Only](#)
- [CASS Members List](#)
- [CASS 2012 Handbook](#)
- [CASS Blog](#)

Order Complete

Your order has been received. Print this page to save the order information.



Print this page



Date: 08/21/2012 - 10:53 AM

Billing Information

Payment: MasterCard
Name: Cathy Faber
Jurisdiction: Calgary Board of Education
Phone Number:
Address: 1221 - 8 Street SW
City: Calgary
Province: AB
Postal Code: T2R 0L4
Country: Canada (CA)
Email:
Extra Information: Full Name: Cathy Faber

Qty.	Name	Product ID	Price	Total
1	CASS 2012 Provincial Regulated Membership Renewal CASS Membership ID:R2011-00225-CF Jurisdiction/Organization:Calgary Board of Education	CASS2012REGR	1,004.70	\$ 1,004.70
			Sub Total	\$ 1,004.70
			Sales Tax	\$ 50.24
			Total	\$ 1,054.94

Search Select Review Passengers Purchase Seats Itinerary

Your booking is confirmed. Booking reference:

[Print Itinerary](#)

An email booking confirmation has been sent to:

[Email Itinerary](#)

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

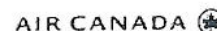
[Add to calendar](#)

Passenger(s): Ms Catherine		Faber		Airfare	129.00
				Options	18.00
Flight	From	To	Departure	Arrival	Taxes, fees, charges and surcharges
AC8132	Calgary (YYC)	Edmonton (YEG)	07:30 Fri 05-Oct 2012	08:24 Fri 05-Oct 2012	53.68
				Travel Insurance	Purchase Travel Insurance
				Grand Total	\$200.68
				Canadian dollars	

[View detailed Itinerary/Receipt](#)

Itinerary/Receipt

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



Booking Information

Booking Reference:

Customer Care

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

Air Canada
1-888-247-2262

Main Contact:
Ms Catherine Faber

Flight Arrivals and Departures
1-888-422-7533

Mobile:
Home:
Work:

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132 ¹	Calgary (YYC) Fri 05-Oct 2012 07:30	Edmonton, Edmonton Int'l (YEG) Fri 05-Oct 2012 08:24	0	0hr54	DH3	Tango, G	

Operated by:
¹Air Canada Express - Jazz

Passenger Information

1: Ms Catherine Faber : Adult (16+), Ticket Number

Air Canada		Meal Preference:	None
Payment Card:	xxxx-xxxx-xxxx	Special Needs:	None
Seat Selection:	AC8132 4DPaid		

Purchase Summary

Fare Summary	
Passenger Type	Adult
Departing Flight - Tango	129.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	8.66
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	181.78

Options

Departing Flight - Tango

• Advance Seat Selection	16.00
Canada Goods and Services Tax (GST/HST # 10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	200.68
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$200.68

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

- Air Canada: \$181.78 (Airfare - per ticket)
- Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s):

Fare Rules

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

• Changes:

- Prior to day of departure - Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. Changes can be made up to 2 hours prior to departure.
- Airport same-day changes are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
- Same-day standby is not permitted.
- 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 the 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 the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- Customers who no-show their flight will forfeit the fare paid.
- Paid Advance Seat Selection is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Earn 25% non-status Aeroplan Miles for Air Canada-operated flights.
- Read complete fare rules applicable to this fare.

Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation page for important information on identification required for travel.

Baggage Policy

Carry-on baggage | Checked baggage

Flight confirmation

Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.

Travel insurance

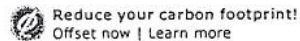
Protect your travel investment and also protect yourself against the high cost of medical expenses while out of province. Purchase travel insurance online from RBC Travel Insurance Company via Air Canada or by calling 1-866-610-7102. Enjoy your trip knowing you are properly protected.

Travel insurance purchased is solely and directly offered, provided and underwritten by RBC Travel Insurance Company ("RBC"). Air Canada expressly disclaims any responsibility in regard to any travel insurance purchased by the customer from RBC Insurance.

Check-in and boarding times

Links

- Manage my booking online: <http://www.aircanada.com/mybookings>
- Flight Departure & Arrivals: <http://www.aircanada.com/flightstatus>
- General conditions of carriage: <http://www.aircanada.com/conditionsofcarriage>
- Information and Services: <http://www.aircanada.com/travelinfo>



Your reservation code is:

View your itinerary at !
[Sabre® Virtually There®](#)

Total price 413.83 CAD

[view fare rules](#)

Departure Information



Depart:	Friday, 05 October	WestJet
05:15 PM	Edmonton-International , AB , CA (YEG)	Non-Stop / WS 0197
Arrive:	Friday, 05 October	flight info
05:24 PM	Kelowna , BC , CA (YLW)	Seat(s): 05D

TOTAL	Base Fare:	334.00 CAD
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Surcharges:	18.00 CAD
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Canadian airport improvement fee(s):	25.00 CAD
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Air travellers security charge:	7.12 CAD
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Canadian goods and services tax:	19.21 CAD
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Regular Seat	10.00 CAD
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Total Seat Taxes	0.50 CAD
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Total:	413.83 CAD
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Payment details

Amount paid with Credit Card	413.83 CAD
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Guest information

1. FABER/CATHY MS	Adult
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[PRINT PAGE](#)

[MY RESERVATIONS](#)

[CHANGE TICKET](#)

[REFUND](#)

CATHERINE FABER
CALGARY AB

VIP

107

DATE 2012-10-09
Y Y Y Y M M D D

PAY TO THE
ORDER OF

Calgary Board of Education \$ 102⁹⁶/₁₀₀
One hundred and 96/100 DOLLARS

Security features
included.
Details on back.

CALGARY, AB

MEMO

MP

CHARGE TO:

ACCOUNT NO.

614
ST FABER
CALGARY BOARD OF ED

BARREL TAXI (780) 489-7777

CHECKER (780) 484-8888

ADMINISTRATION LINE: (780) 465-8500

GST # 100403070

G.S.T. #

FROM

TO

PRINT NAME

CUSTOMER

X

AUTH. NO.	DRIVER	UNIT NO.
TIME	DAY	MO. YR.
	05	10 12

7210368



-
-
-
-

FARE	58	-
INTL		
GRATUITY	8	70
TOTAL	66	70

CUSTOMER COPY

THE ISSUER OF THE CARD IDENTIFIED ON THIS ITEM IS AUTHORIZED TO PAY THE AMOUNT SHOWN AS TOTAL UPON PROPER PRESENTATION. I PROMISE TO PAY SUCH TOTAL TOGETHER WITH ANY OTHER CHARGES DUE THEREON SUBJECT TO AND IN ACCORDANCE WITH THE AGREEMENT COVERING THE USE OF SUCH CARD.

CHARGE TO:

ACCOUNT NO.

06/14
BY FABER
CALGARY BOARD OF ED

BARREL TAXI (780) 489-7777

CHECKER (780) 484-8888

ADMINISTRATION LINE: (780) 485-8500

GST # 100403070

G.S.T. #

AUTH. NO.	DRIVER	UNIT NO.
TIME	DAY	MO. YR.
	05	10/12

0210367

FROM

TO

PRINT NAME

CUST

X

Airport
IBM Building



FARE	58. -
INT'L	
GRATUITY	6.00
TOTAL	64.00

CUSTOMER COPY

THE ISSUER OF THE CARD IDENTIFIED ON THIS ITEM IS AUTHORIZED TO PAY THE AMOUNT SHOWN AS TOTAL UPON PROPER PRESENTATION. I PROMISE TO PAY SUCH TOTAL TOGETHER WITH ANY OTHER CHARGES DUE THEREON SUBJECT TO AND IN ACCORDANCE WITH THE AGREEMENT COVERING THE USE OF SUCH CARD.

Apple in Education

[Welcome](#) [Venue](#) [Accommodation](#) [Keynote Speakers](#) [Featured Speakers](#) [Agenda](#) [Register](#)

Registration receipt:

Your credit card has been charged as follows:

Credit card number:	XXXXXXXXXX
Expiration date:	
Transaction Date:	
Amount:	Can\$149.00

Confirmation code

To review your registration click here:
<https://www.seeuthere.com/editreg/>

You're Confirmed!

Thank you for registering for the Education Leadership Institute 2012. Further confirmation will be provided at a later date.

You may edit your event registrations up till Monday, October 1, 2012.

Event Name:

Education Leadership Institute 2012

Event Location:

Hilton Toronto
145 Richmond Street West
Toronto, ON M5H 2L2

Contact Information:

Name: Cathv Faber
Email:
Business Phone:
Mobile Phone:
Hilton Toronto
145 Richmond Street West
Toronto, Ontario, M5H 2L2, Canada
Tel. 1-416-869-3456
Website

Apple Contracted Rate: \$199 excluding VAT – single and double rooms

If you requested hotel accommodation through this registration site, your information is below. You will be provided a hotel confirmation number at a later date. You will be responsible for providing your credit card at check-in and paying the hotel directly for your room charges.

Room Type:	General Room
Check In:	Sunday, October 21, 2012
Check Out:	Tuesday, October 23, 2012
Special Requests:	

Do not use your browser's Back button from this page or you may be charged twice for this transaction.

[Print this Page](#)

Your booking is confirmed. Booking reference.

[Print Itinerary](#)

An email booking confirmation has been sent to:

[Email Itinerary](#)

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

[Add to calendar](#)

Passenger(s): Ms Catherine Faber

Flight	From	To	Departure	Arrival
AC110	Calgary (YYC)	Toronto (YYZ)	10:00 Sun 21-Oct 2012	15:44 Sun 21-Oct 2012
AC125	Toronto (YYZ)	Calgary (YYC)	16:00 Tue 23-Oct 2012	18:10 Tue 23-Oct 2012

Airfare	742.00
Options	0.00
Taxes, fees, charges and surcharges	154.86
Travel insurance	Purchase Travel Insurance
Grand Total	\$896.86
Canadian dollars	

[View detailed Itinerary/Receipt](#)

Itinerary/Receipt

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

Booking Information



Booking Reference:

Customer Care

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

Air Canada
1-888-247-2262

Main Contact:
Ms Catherine Faber

Flight Arrivals and Departures
1-888-422-7533

Work:

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC110	Calgary (YYC) Sun 21-Oct 2012 10:00	Toronto, Pearson Int'l (YYZ) Sun 21-Oct 2012 15:44 - Terminal 1	0	3hr44	320	Tango, N	F
AC125	Toronto, Pearson Int'l (YYZ) Tue 23-Oct 2012 16:00 - Terminal 1	Calgary (YYC) Tue 23-Oct 2012 18:10	0	4hr10	E90	Tango Plus, Q	F

F: Food for purchase onboard All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Passenger Information

1: Ms Catherine Faber : Adult (16+), Ticket Number:
Air Canada - Meal Preference: None
Payment Card: xxxx-xxxx-xxxx: Special Needs: None
Seat Selection: AC125 17C

Purchase Summary [VIEW QUOTE DETAILS](#)

Fare Summary	Adult
Passenger Type	
Departing Flight - Tango	356.00
Return Flight - Tango Plus	386.00
Surcharges	46.00

Taxes, Fees and Charges	
Canada Airport Improvement Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	41.36
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	3.25
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	896.86
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$896.86

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

- Air Canada: \$896.86 (Airfare - per ticket)

Ticket number(s)

Fare Rules

Departing Flight Calgary (YYC) To Toronto (YYZ) - Tango

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
 - **Same-day standby** is not permitted.
 - 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 the 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 the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Earn 25% non-status Aeroplan Miles for Air Canada-operated flights.
- Read complete fare rules applicable to this fare.

Return Flight Toronto (YYZ) To Calgary (YYC) - Tango Plus

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
 - **Same-day standby** is not permitted, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (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 the 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 the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Earn 100% Air Canada Status Miles for Air Canada-operated flights.
- Read complete fare rules applicable to this fare.

Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation page for important information on identification required for travel.



Calgary Board of Education

P-CARD MISSING RECEIPT

Certification of Unavailable Documentation

This form must be completed for each credit card transaction that is not supported by a detailed receipt from the merchant. This form must be approved by the cardholder's Supervisor and enclosed within the Statement & Receipt Envelope

CARDHOLDER

Cardholder Name
Cathy Faber

Cardholder Employee ID	Card Number	Phone Number
	* * * * *	

Department / School
Learning Innovation

Merchant Name	Transaction Date YYYY	MM	DD	Transaction Amount
Air Canada	2 0 1 2	08	31	\$32.55

Description of purchase:
Seat Selection

Reason detailed receipt / documentation is not available:
Booking made on website and receipt for seat selection charge not provided.

Cardholder Missing Receipt Acknowledgement

- The information provided is a true and accurate description of the details of the purchase
- I confirm that every attempt has been made to obtain a duplicate receipt by contacting the merchant. However, there has been failure to produce a receipt
- All items purchased as part of this credit card transaction were for use by The CBE in my duties as an employee. No personal purchases were made
- Original documentation is not in my possession and I will not seek reimbursement for the transaction
- I acknowledge that repeated lack of documentation could result in a cancelled relationship with the supplier and / or suspension of credit card privileges

Cardholder Signature	Date YYYY MM DD 2 0 1 2 11 15
----------------------	---

SUPERVISOR

I have accepted the cardholder's explanation of the receipt loss and / or inability to obtain a detailed receipt

Supervisor Signature	Employee ID	Date

Name and Address / Nom et Adresse
FABER, CATHY
EDUCATION CTRE
1221 8THST SW
CALGARY, AB 22222
CA

Room/ Chambre
Arrival Date/ Date d'arrivée 10/21/2012 4:45:00PM
Departure Date/ Date de départ 10/23/2012
Adult/Child/ Adulte/Enfant 1/0
Room Rate/ Tarif 199.00

RATE PLAN C-APPM12
HH#
AL
BONUS AL CAR

Confirmation Number :

10/23/2012 PAGE 1

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
10/21/2012	GUEST ROOM			\$199.00		
10/21/2012	HST - ROOM TAX 13%			\$25.87		
10/22/2012	GUEST ROOM			\$199.00		
10/22/2012	HST - ROOM TAX 13%			\$25.87		
	WILL BE SETTLED TO					\$449.74
	EFFECTIVE BALANCE OF					\$0.00
	ROOM & TAX			\$0.00		
	DAILY TOTAL			\$0.00		



ZIP-OUT CHECK-OUT / DEPART EXPRESS

Good Morning ! We hope you enjoyed your stay. With Zip-Out Check-Out ®, there is no need to stop at the Front Desk to check out. Please review this statement. It is a record of your charges as of late last evening. For any charges after your account was prepared, you may:
+ pay at the time of purchase.
+ charge purchases to your account, then stop by the Front Desk for an updated statement.
+ or request an updated statement be mailed to you within two business days. Simply call the Front Desk from your room and tell us when you are ready to depart. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room.
Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

Bonjour! Nous espérons que votre séjour avec nous a été agréable. Avec Départ Express il n'est pas nécessaire de vous présenter à la Réception. La facture ci-jointe est votre reçu et reflète les éléments facturés à votre compte jusqu'à hier soir. Vous pouvez acquitter les frais additionnels soit à la Réception au départ, ou encore, ils seront portés à votre carte de crédit. Sur demande, nous vous posterons un relevé de compte à jour, dans les deux jours. Pour compléter votre Départ Express:
+ Communiquez avec la Réception, de votre chambre, pour les informer de votre départ.
+ Vous pouvez laisser la carte clé dans la chambre.
SVP contactez la Réception si vous désirez prolonger votre séjour ou si vous avez des questions au sujet de votre facture.

Date of Charge / Date de la Charge
Check No. / Numéro de folio 678910 A

Authorization / Autorisation Initials / Initiales

Purchases & Services / Achats & Services

Taxes

Tips & Misc. / Pourboires & Divers

TOTAL AMOUNT / MONTANT TOTAL

PAYMENT DUE UPON RECEIPT / PAIEMENT DÙ À LA RÉCEPTION

HST No. 84115 8926 RT0002

DO NOT WRITE ABOVE THIS LINE

NE PAS ENCERCLER LA DATE D'EXPIRATION. UTILISER LA CASE APPROPRIÉE.
DO NOT CIRCLE EXPIRATION DATE. USE BOX BELOW.
LES DATES DE VALIDATION ET D'EXPIRATION VÉRIFIÉES.
VALID AND EXPIRY DATES CHECKED.

10212		N° FACTURE INVOICE NO
R N D'AUTORISATION AUTHORIZATION NO.		COMMISSAIRE CLERK/WAITER

5401700

MONTANT AMOUNT	5500
TPS GST	
TVP PST	
POURBOIRES TIPS	800
TOTAL END \$	6300

FACTURE - SALES SLIP

LES CONDITIONS ET MODALITÉS APPLICABLES À CETTE VENTE SONT CONFORMES
À L'ENTENTE AVEC L'ÉMETTEUR DE VOTRE CARTE.
TERMS AND CONDITIONS APPLICABLE TO THIS SALE ARE IN ACCORDANCE WITH
YOUR AGREEMENT WITH THE ISSUER OF YOUR CARD.

X

SIGNATURE DU CLIENT - CUSTOMER'S SIGNATURE

CONSERVEZ CETTE COPIE POUR VOS DOSSIERS.
PLEASE RETAIN THIS COPY FOR YOUR RECORDS.

CALGARY BOARD OF ED

CLERK / COMMIS	AUTH. NO. / N° D'AUT.
----------------	-----------------------

Valid and Expiry Date Checked
 Vérification de la date de validation
 et de la date d'expiration

DATE	M: M / M-M	D: J / D-J	Y: A / Y-A
	10	23	212

The issuer of the card (as shown in this item) is authorized to pay the amount shown as TOTAL upon proper presentation. I promise to pay such TOTAL (together with any other charges due to issuer) subject to and in accordance with the agreement governing the use of such card.
 L'organism émetteur de la carte dont le numéro figure, ci-dessus est autorisé à payer le montant inscrit au TOTAL sur présentation conforme. Je m'engage à rembourser ledit montant ainsi que tous les frais s'y rapportant conformément aux conditions de l'entente émise par l'usage de la carte.

X
 CR

ENT

5712754

DESCRIPTION	AMOUNT / MONTANT
G.S.T./T.P.S.	61.00
H.S.T./T.V.H.	.
P.S.T./T.V.P.	7.00
Q.S.T./T.V.Q.	.
TIP POURBOIRE	.
TOTAL	68.00

CUSTOMER COPY / COPIE DU CLIENT

The Calgary Airport Authority
GST No R122556194

Transaction-Id
Transaction Date: 23/10/2012 19:13
Ticket-Nr.:

Transient Parker	\$ 21.00
Total:	\$ 21.00
Discounts:	\$ 0.00
Balance Due:	\$ 21.00
GST	\$ 1.00
Credit Card	\$ 21.00
Change:	\$ 0.00

Your booking is confirmed. Booking reference.

[Print Itinerary](#)

An email booking confirmation has been sent to:

[Email Itinerary](#)

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

[Add to calendar](#)

Passenger(s): Ms Catherine Faber

Flight	From	To	Departure	Arrival
AC8405	Calgary (YYC)	Fort McMurray (YMM)	14:30 Mon 29-Oct 2012	15:48 Mon 29-Oct 2012
AC8406	Fort McMurray (YMM)	Calgary (YYC)	16:20 Tue 30-Oct 2012	17:39 Tue 30-Oct 2012

Airfare	588.00
Options	20.00
Taxes, fees, charges and surcharges	140.91
Travel insurance	Purchase Travel Insurance
Grand Total	\$748.91
Canadian dollars	

[View detailed Itinerary/Receipt](#)

Itinerary/Receipt

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

Booking Information

AIR CANADA 

Booking Reference:

Customer Care

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

Air Canada
1-888-247-2262

Main Contact:
Ms Catherine Faber

Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8405 ¹	Calgary (YYC) Mon 29-Oct 2012 14:30	Fort McMurray (YMM) Mon 29-Oct 2012 15:48	0	1hr18	CRJ	Tango Plus, U	
AC8406 ¹	Fort McMurray (YMM) Tue 30-Oct 2012 16:20	Calgary (YYC) Tue 30-Oct 2012 17:39	0	1hr19	CRJ	Tango, G	

Operated by:
¹Air Canada Express - Jazz

Passenger Information

1: Ms Catherine Faber : Adult (16+), Ticket Number:

Air Canada Meal Preference: None

Payment Card: xxxx-xxxx-xxx Special Needs: None

Seat Selection: AC8405 3C , AC8406 2DPaid

Purchase Summary

Fare Summary		Adult
Passenger Type		
Departing Flight - Tango Plus		374.00
Return Flight - Tango		214.00
Surcharges		36.00
Taxes, Fees and Charges		
Canada Airport Improvement Fee		55.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	34.66
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	727.91
Options	
Departing Flight - Tango Plus	
✦ NIL	
Return Flight - Tango	
✦ Advance Seat Selection	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.00
Total airfare, taxes and options (per passenger)	748.91
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$748.91

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

- Air Canada: \$727.91 (Airfare - per ticket)
- Air Canada: \$21.00 (Advance Seat Selection - per ticket)

Ticket number(s)

Fare Rules

Departing Flight Calgary (YYC) To Fort McMurray (YMM) - Tango Plus

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
 - **Same-day standby** is not permitted, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (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 the 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 the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
 - **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
 - Earn 100% Air Canada Status Miles for Air Canada-operated flights.
 - Read complete fare rules applicable to this fare.

Return Flight Fort McMurray (YMM) To Calgary (YYC) - Tango

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
 - **Same-day standby** is not permitted.
 - 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 the 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 the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
 - **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
 - Earn 25% non-status Aeroplan Miles for Air Canada-operated flights.
 - Read complete fare rules applicable to this fare.

Important Information



SAWRIDGE INN
AND CONFERENCE CENTRE

Sawridge Inn and Conference Centre

530 MacKenzie Boulevard
Fort McMurray, Alberta T9H 4C8
Tel: 780-791-7900 Fax: 780-743-4654

Cathy Faber

Page Number : 1
Guest Number :
Folio ID : EX-A
1

29-OCT-12 15:05
31-OCT-12

Email:

189.00

Information Invoice

Tax ID: 804570083RT0001
Sawridge Ft McMurray 31-OCT-12 23:18 MORBAN

Date	Reference	Description	Charges	Credits
29-OCT-12	RT244	Govt. Military Transient Exch Rate: 0	189.00	
29-OCT-12	RT244	Room Gst	9.45	
29-OCT-12	RT244	Tourism Levy	7.56	
29-OCT-12	RT244	LivClean Eco Stay Program	2.00	
29-OCT-12	RT244	LivClean GST	0.10	
30-OCT-12	RT244	Govt. Military Transient Exch Rate: 0	189.00	
30-OCT-12	RT244	Room Gst	9.45	
30-OCT-12	RT244	Tourism Levy	7.56	
30-OCT-12	RT244	LivClean Eco Stay Program	2.00	
30-OCT-12	RT244	LivClean GST	0.10	
31-OCT-12	MC	MasterCard	-416.22	
		** Total	416.22	-416.22
		*** 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

Please visit our other locations:

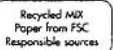
Sawridge Inn and Conference Centre
76 Connaught Drive, Box 2080
Jasper, Alberta T0E 1E0
Tel: 780-852-5111 Fax: 780-852-5942

www.sawridge.com

Sawridge Inn and Conference Centre
9510 - 100 Street
Peace River, Alberta T8S 1S9
Tel: 780-624-3621 Fax: 780-624-4855

Sawridge Inn
4235 Gateway Blvd.
Edmonton, Alberta T6J 5H2
Tel: 780-438-1222 Fax: 780-438-0906

Toll Free: 1-888-729-7343





SAWRIDGE INN
AND CONFERENCE CENTRE

Sawridge Inn and Conference Centre

530 MacKenzie Boulevard
Fort McMurray, Alberta T9H 4C8
Tel: 780-791-7900 Fax: 780-743-4654

Cathy Faber

Page Number : 2
Guest Number:
Folio ID : EX-A
1

29-OCT-12 15:05
31-OCT-12

Email:

189.00

GST Summary	Amount CAD
GST Room Revenue	18.90
GST Food and Beverage	0.00
GST Telephone	0.00
GST Other Revenue	0.20
GST Total	19.10

EXPENSE SUMMARY REPORT

Date	GST	Other	Total	Payment
29-OCT-12	9.45	198.66	208.11	0.00
30-OCT-12	9.45	198.66	208.11	0.00
Total	18.90	397.32	416.22	0.00

Please visit our other locations:

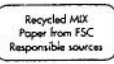
Sawridge Inn and Conference Centre
76 Connaught Drive, Box 2080
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4235 Gateway Blvd.
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Tel: 780-438-1222 Fax: 780-438-0906

www.sawridge.com

Toll Free: 1-888-729-7343



ALLIED LINO ASSOCIATED
307 41 AVENUE NE T2E2N4
CALGARY AB
21640631

|||| PURCHASE ||||

2012 11:27:40
C
Exp Card Type MC
Name: CATHY FABER
4000000011010 MasterCard

Trace #

Inv # 333

Auth # 132740

Purchase	\$50.60
Tip	\$6.00
Total	\$56.60

(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

403-299-3555
www.calgary.mo.com



Safe, Courteous
Taxi Service

780-743-1234

CHARGE SLIP

TRIP I.D. # _____

DATE Oct 29, 2012 TIME 4:45 AM PM

COMPANY 7-1

DEPT. _____

AUTHORIZED BY _____ REF. # _____

FROM Airport TO Gregolek

PASSENGER(S) _____

2. _____

3. _____

DRIVER _____ CAR # _____

FARE \$ 28-33 G.S.T. _____