

expense | monthly tracking report

claimant | Gouthro, Elizabeth
 position | Director, Instructional Services
 level | Director
 reporting period | March 1 to April 30, 2014
 date of report | June-13-14



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Saskatoon School Board Visit, Saskatoon, SK	03/03/2014	Return Airfare - Calgary - Saskatoon, Mar 10-12, 2014	\$580.91	travel	BUS airfare/bus/rail
Saskatoon School Board Visit, Saskatoon, SK	03/10/2014	Taxi fare to venue	\$21.50	travel	BUS general
Saskatoon School Board Visit, Saskatoon, SK	03/12/2014	Accommodations	\$446.56	travel	BUS accommodation
Saskatoon School Board Visit, Saskatoon, SK	03/10/2014	Meal	\$42.30	travel	BUS food/non alcoholic beverage
Saskatoon School Board Visit, Saskatoon, SK	03/11/2014	Meal for 2	\$54.34	travel	BUS food/non alcoholic beverage
Saskatoon School Board Visit, Saskatoon, SK	03/12/2014	Meal for 2	\$43.47	travel	BUS food/non alcoholic beverage
Saskatoon School Board Visit, Saskatoon, SK	03/12/2014	Parking at Calgary Airport	\$75.60	travel	BUS general
Cell Phone	03/17/2014	Monthly Service Plan	\$83.10	other disclosed	telecom/cell phone
Tablet	03/17/2014	Monthly Service Plan	\$15.96	other disclosed	telecom/tablet
Meeting with the Sinneave Foundation	04/09/2014	Lunch for meeting	\$56.39	hospitality	BUS food/non alcoholic beverage
Alberta Legislature Employment Council, Edmonton, AB	04/11/2014	Return Airfare - Calgary - Edmonton Apr 11, 2014	\$719.51	travel	BUS airfare/bus/rail
Alberta Legislature Employment Council, Edmonton, AB	04/11/2014	Taxi fare to venue	\$60.50	travel	BUS general
Alberta Legislature Employment Council, Edmonton, AB	04/11/2014	Parking at Calgary Airport	\$25.20	travel	BUS general
Cell Phone	04/17/2014	Monthly Service Plan	\$62.59	other disclosed	telecom/cell phone
Tablet	04/17/2014	Monthly Service Plan	\$15.75	other disclosed	telecom/tablet



Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures.

Return completed form to Service Delivery, Education Centre

Date: March 5, 2014
 Details of Trip | Please Print
 Employee's Name Elizabeth Gouthro Vendor #: _____
 School / Department to mail cheque to Learning Services
 Purpose of Trip / Name of Conference Saskatoon School Board
 Departure and Return Dates March 10 - 12, 2014 Destination: Saskatoon

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)	Amount Paid by Claimant For Out of Pocket Expenditures (including GST)	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)	\$580.91		\$580.91		
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary					
▪ Taxi/Shuttle Bus/Car Rental at Destination	\$21.50		\$21.50		
▪ Personal Vehicle _____ km @ 50¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>199.00</u> @ <u>2</u> Nights + tax	\$446.56		\$446.56		
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch _____ @ \$17.00					
▪ Dinner _____ @ \$26.00					
▪ Or Actual Expense	\$140.11		\$140.11		for 2 people
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary	\$75.60		\$75.60		
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP	1264.68				
CASH ADVANCE IF ANY–Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT					
GST Breakout Area					

COPY

I certify that the above claim is correct:

Original signed by E Gouthro
Claimant's Signature

Original signed by D Parsons
Approved by Superordinate

NOTE | Copies of amounts paid through the P-Card, Amex Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.

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 Elizabeth Gouthro	Flight Arrivals and Departures 1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade status
AC8588 ¹	Calgary (YYC) Mon 10-Mar 2014 15:35	Saskatoon (YXE) Mon 10-Mar 2014 16:50	0	1hr15	DH4	-
AC8589 ¹	Saskatoon (YXE) Wed 12-Mar 2014 17:20	Calgary (YYC) Wed 12-Mar 2014 18:40	0	1hr20	DH4	-

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:	
Air Canada - Aeroplan :	Meal Preference: Regular
Payment Card:	Special Needs: None
Seat Selection: AC8588 12C , AC8589 9C	
(16+), Ticket Number:	
Frequent Flyer Prog :	Meal Preference: Regular
Payment Card:	Special Needs: None
Seat Selection: AC8588 12A , AC8589 9A	

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Base Fare	435.00
Surcharges	36.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	26.76
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	562.01
Options	
Departing Flight - Flex	
* NIL	
Return Flight - Tango	
* Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	580.91
Number of passengers	2
Grand Total - Canadian dollars	\$1161.82

Grand Total	2 adults
Total including travel options, taxes, fees and charges	\$1161.82 CAD

$\div 2 = 580.91$ (second person was a CBE Principal visiting Saskatoon School Board)

Fare Rules

Departing Flight Calgary (YYC) To Saskatoon (YXE) - Flex

- **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.
 - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
 - 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.
- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
- Read complete fare rules applicable to this fare.

Return Flight Saskatoon (YXE) 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.
 - **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
 - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
 - 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.
- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.
- Read complete fare rules applicable to this fare.

= TRANSACTION RECEIPT =

The United Group
652-2222 653-3333
657-7777

"Go The United Way"

ACCT TYPE: CREDIT CARD

DATE/TIME:

14/03/10 17:13:03

AUTHORIZATION: 191323

VEH/DRV: 0138 / 6048

GST#:

TXN ID: 1270419

FARE:	\$ 18.10
FLAT:	\$000.00
EXTRAS:	\$000.00
GST:	\$ 0.90

FA+FL+EX+TAX:	\$ 19.00
TIP:	\$ 2.50
DISCOUNT:	\$000.00

TOTAL:	\$ 21.50
--------	----------

SIGNATURE:

RECEIPT
GST NO. R122556194

EXIT No. A1
IN: 03/10/14 14:19
OUT: 03/12/14 19:20
DURATION: 2 05: 01
PAID: \$ 75.60
(GST INCLUDED)

REF. 97
THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade



601 Spadina Crescent East, Saskatoon, Saskatchewan, S7K 3G8
 Tel: 306-244-5521 Fax: 306-653-2458

SSBA SK SCHOOL BOARDS ASSOC
 Ms Elizabeth Gouthro

Room: 0422
 Folio:
 Cashier: 391
 Arrival: 03-10-14
 Departure: 03-12-14

Date	Description	Additional Information	Charges	Credits
03-10-14	Samurai - Dinner	CHECK# 6193	42.30	
03-10-14	Room Charge	Routed From Of Room #0404	199.00	
03-10-14	Room GST	Routed From Of Room #0404	9.95	
03-10-14	Room PST	Routed From Of Room #0404	9.95	
03-10-14	Destination Marketing Fee	Routed From Of Room #0404	4.38	
03-10-14	Room Charge		199.00	
03-10-14	Room GST		9.95	
03-10-14	Room PST		9.95	
03-10-14	Destination Marketing Fee		4.38	
03-11-14	Room Charge	Routed From Of Room #0404	199.00	
03-11-14	Room GST	Routed From Of Room #0404	9.95	
03-11-14	Room PST	Routed From Of Room #0404	9.95	
03-11-14	Destination Marketing Fee	Routed From Of Room #0404	4.38	
03-11-14	Room Charge		199.00	
03-11-14	Room GST		9.95	
03-11-14	Room PST		9.95	
03-11-14	Destination Marketing Fee		4.38	
03-12-14				935.42

Total	935.42	935.42
Balance Due	0.00	CDN

GST Summary		PST Summary	
Registration No:	825490956		
Room	39.80	Room	39.80
F&B	1.80	F&B	0.00
Other	0.00	Other	0.00
Total	41.60	Total	39.80

Accommodation 446.56
 Meal 42.30

Room 0404 - charges for CBE School Principal

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.



Check Detail

DELTA BESSBOROUGH
SAMURAI
SASKATOON. SK

6004 Amelia 2

162 /3 CHK 6193 GST 1
 10MAR'14 8:09PM

1 HIBACHI	36.00
Food	36.00
SVC CHRG.....	4.50
GST	1.80
PAID.....	42.30
CHARGE TIP	4.50
422/Gouthro	
ROOM CHARGE	42.30
---6004 CLOSED 10MAR 8:57PM---	

DATE 2014/03/11
TIME 9514 19:25:22
RECEIPT NUMBER
CB2011528-001-001-765-0



PURCHASE
AMOUNT \$47.25
TIP \$7.09
TOTAL

\$54.3

GST# 821010337 RT0001

106 Jayce T

Tbl 55/1 Chk 3855 Gst 1
Mar11'14 06:25PM

* COURSE ****	0.00
ies	5.00
popcorn Prawns	13.00
Chicken	27.00
Subtotal	45.00
45.00 GST	2.25
Amount Due	47.25

Thanks for Dining With Us!

****PLEASE PAY SERVER****

APPROVED

AUTH# 212522 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY



DELTA BESSBOROUGH
GARDEN COURT CAFE
SASKATOON, SK

DELTA BESSBOROUGH
601 SPADINA CRESCENT
EAST
SASKATOON SK S7K 3G8
3066836914

SALE

1069 Tammy

Clerk #: 000119
MID: 4297998
TID: B4297998 REF#: 00000013
Batch #: 568 SEQ 568001001013
03/12/14 08:38:31
APPR CODE: 103831

16/1 CHK 5927 GST 2
12MAR'14 8:19AM

2 BREAKFAST BUFFET 36.00
SUBTOTAL 36.00
GST 1.80
TOTAL DUE .. \$37.80

AMOUNT \$37.80
TIP \$5.67
TOTAL \$43.47

00 - APPROVED - 001

GST #825490956RT0001

THIS SECTION IS FOR ROOM CHARGES
** GRATUITY IS NOT INCLUDED **

AID: A0000000041010
TVR: 00 00 00 80 00
TS: E8 00

CUSTOMER COPY

TIP \$ _____ TOTAL \$ _____

ROOM# _____

PRINT LAST NAME _____

SIGNATURE _____

Bill Date: March 17, 2014
ELIZABETH GOUTHRO

Next Bill Date: April 17, 2014

Learning Services

CURRENT CHARGES

Monthly charges billed to Apr 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	<u>-10.00</u>	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	<u>-15.00</u>	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	<u>-3.50</u>	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	<u>-12.00</u>	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	<u>-5.00</u>	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	265:24 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	12.3878 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	168:04 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		

FOR YOUR INFORMATION...	
<u>Discount Summary</u>	
Total discounts	\$92.50
Total this month	\$92.50
<u>Usage Summary</u>	
	min:sec
Weekday	531:42
Weekend	108:33
Weeknight	83:31
Total time used	723:46
<u>Event Summary</u>	
Total Events	91
Total this month	\$1.00
<u>Packet Plan Usage Summary</u>	
Total megabytes	13.0719
Total this month	\$0.00

Bill Date: March 17, 2014
 ELIZABETH GOUTHRO

Next Bill Date: April 17, 2014

Learning Services

CURRENT CHARGES

@\$.00/minute	126:18 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	164:00 min:sec	0.00
Service zone		
@\$.00/MB	0.6841 MB	0.00
Text message	2 events	0.00
Converse MMSC	4 events	0.00
Picture/Video messaging	2 events	1.00
Travel text saver Unlimited Incoming Messages		
	48 events	0.00
Text Messaging 250 - Share Incl. Messages		
	35 events	0.00
Long distance		26.74
Taxes		
GST		3.86
Total current charges		\$83.10

Bill Date: March 17, 2014
 Elizabeth GOUTHRO
 1221 8 ST SW
 CALGARY, AB T2R 0L4
 Learning Services

Next Bill Date: April 17, 2014

CURRENT CHARGES

Monthly charges billed to Apr 16, 2014

Tablet Flex 30 day (SIM only)

Includes: Detail Billing

\$1/MB US Data	\$10.00
less 100.00% Promotional Discount	<u>-10.00</u>

Usage and long distance

Data 10MB Stepped Mobile Browser Usage

Rate Details:	Data Used	Tier Charged
Up to 10 MB	Exceeded	0.00
Up to 250 MB	231.6291 MB	10.00
Up to 5 GB		30.00
Over 5 GB (\$0.015/MB)		

LEGEND

MB = Megabyte GB = Gigabyte 1 GB = 1024 MB
 Text messages 1 event

Taxes

GST 0.76

Total current charges \$15.96

FOR YOUR INFORMATION...

Discount Summary

Total discounts	\$10.00
Total this month	\$10.00

Event Summary

Total Events	1
Total this month	\$0.20

Packet Plan Usage Summary

Total megabytes	231.6291
Total this month	\$10.00



Good Earth
COFFEEHOUSE AND BAKERY

F-0211 #Party 1
E SvrCk:205 12:37 04/09/14

6 FRUIT SALAD, 1 sm fruit salad,
1 sm fruit salad,
1 sm fruit salad,
1 sm fruit salad,
1 sm fruit salad,
1 sm fruit salad 0.00
6 ALBERTAN 0.00
6 MEAL COMBO 53.70

Sub Total: 53.70
GST : 2.69
04/09 12:38 TOTAL : 56.39

GST # 82951 3001

Good Earth Coffeehouse & Bakery
CALGARY BOARD OF EDUCATION
403-455-6255

In love with great coffee
www.goodearthcafes.com

Annuaire meubis

AMT-TEND	CHANGE	TALLY
56.39		56.39

		56.39

04/09/14 12:38

E



Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures.

Return completed form to Service Delivery, Education Centre

Details of Trip | Please Print Date: April 14, 2014

Employee's Name Elizabeth Gouthro Vendor #: _____

School / Department to mail cheque to Learning Services

Purpose of Trip / Name of Conference Alberta Legislative Employment Council

Departure and Return Dates April 11, 2014 Destination: Edmonton, AB

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)	Amount Paid by Claimant For Out of Pocket Expenditures (including GST)	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)	\$719.51		\$719.51		
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary					
▪ Taxi/Shuttle Bus/Car Rental at Destination	\$60.50		\$60.50		
▪ Personal Vehicle _____ km @ 50¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ _____ @ _____ Nights					
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch _____ @ \$17.00					
▪ Dinner _____ @ \$26.00					
▪ Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary	\$25.20		\$25.20		
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP	\$805.21				
CASH ADVANCE IF ANY–Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT					
GST Breakout Area					

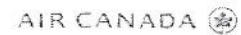
I certify that the above claim is correct: /

_____ original signed by E. Gouthro
Claimant's Signature

_____ original signed by D. Parsons
Approved by Superordinate

NOTE | Copies of amounts paid through the P-Card, Amex Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.

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:

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

Main Contact:
Ms Elizabeth Gouthro

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132 ¹	Calgary (YYC) Thu 10-Apr 2014 07:30	Edmonton, Edmonton Int'l (YEG) Thu 10-Apr 2014 08:21	0	0hr51	DH3	Tango, A	
AC8155 ¹	Edmonton, Edmonton Int'l (YEG) Thu 10-Apr 2014 17:00	Calgary (YYC) Thu 10-Apr 2014 17:51	0	0hr51	DH3	Flex, H	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:

Air Canada - Aeroplan :	Meal Preference:	None
Payment Card:	Special Needs:	None
Seat Selection:	AC8132 5D Paid , AC8155 6D	


Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Tango	79.00
Return Flight - Flex	224.00
Surcharges	24.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	55.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	19.81
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	416.06
Options	
Departing Flight - Tango	
Advance Seat Selection	18.00
Return Flight - Flex	
NIL	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	434.96
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	5434.96

Payment Information

Amount paid: **\$434.96**
The following charges (tax inclusive) will appear on your credit or debit card statement:

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.

AIR CANADA **Booking Information**

Booking Reference:
 Electronic Ticketing confirmed. This is your official itinerary/receipt.
 Main Contact:
 Ms Elizabeth Gouthro

Customer Care

Air Canada
 1-888-247-2262
Flight Arrivals and Departures
 1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132 ¹	Calgary (YYC) Thu 10-Apr 2014 07:30	Edmonton, Edmonton Int'l (YEG) Thu 10-Apr 2014 08:21	0	0hr51	DH3	Tango, A	
AC8155 ¹	Edmonton, Edmonton Int'l (YEG) Fri 11-Apr 2014 17:00	Calgary (YYC) Fri 11-Apr 2014 17:51	0	0hr51	DH3	Flex, V	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:
 Air Canada - Meal Preference: Regular
 Aeroplan : Special Needs: None
 Payment Card:
 Seat Selection: AC8132 5D , AC8155 8D

Additional charges and/or refund summary

	Additional charges
	Adult
Passenger Type	
Air Transportation Charges	
Airfare (includes Surcharges)	0.00
Extra Charges (Change Fee)	
Change Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.50
Total Extra Charge (Change Fee)	52.50
Options	
Departing Flight - Tango	
- Advance Seat Selection (This option was selected in the original booking)	
Return Flight - Flex	
- NIL	
Total airfare, taxes and options (per passenger)	52.50
Number of passengers	1
Grand Total - Canadian dollars	52.50

Payment Information - Amount paid: **\$52.50**
 The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$52.50 (Change Fee per ticket)

Ticket number(s):

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.

Passengers Ms Elizabeth Gouthro

Flight	From	To	Departure	Arrival
ACS138	Calgary (YYC)	Edmonton (YEG)	10:30 Thu 10-Apr 2014	11:21 Thu 10-Apr 2014
ACS155	Edmonton (YEG)	Calgary (YYC)	17:00 Fri 11-Apr 2014	17:51 Fri 11-Apr 2014

Airfare	96.00
Options	0.00
Taxes, fees and charges	4.80
Extra Charges (Change Fee)	78.75
Grand Total Canadian dollars	\$179.55

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:

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

Main Contact:
Ms Elizabeth Gouthro

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
ACS138 ¹	Calgary (YYC) Thu 10-Apr 2014 10:30	Edmonton, Edmonton Int'l (YEG) Thu 10-Apr 2014 11:21	0	0hr51	DH3	Flex, V	
ACS155 ¹	Edmonton, Edmonton Int'l (YEG) Fri 11-Apr 2014 17:00	Calgary (YYC) Fri 11-Apr 2014 17:51	0	0hr51	DH3	Flex, V	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:

Meal Preference: Regular

Payment Card:

Special Needs: None


Seat Selection: ACS138 8D, ACS155 8D

Additional charges and/or refund summary

Passenger Type	Additional charges
	Adult
Air Transportation Charges	
Airfare (includes Surcharges)	96.00
Taxes, Fees and Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	4.80
Total Additional Fare	100.80

100.80
78.75 (change fee above)
179.55

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.

AIR CANADA 

Booking Information

Booking Reference:

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

Main Contact:
Ms Elizabeth Gouthro

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132	Calgary (YYC) Fri 11-Apr 2014 07:30	Edmonton, Edmonton Int'l (YEG) Fri 11-Apr 2014 08:21	0	0hr51	DH3	Flex, V	
AC8155	Edmonton, Edmonton Int'l (YEG) Fri 11-Apr 2014 17:00	Calgary (YYC) Fri 11-Apr 2014 17:51	0	0hr51	DH3	Flex, V	

Operated by:
Air Canada Express - Jazz

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:

Meal Preference: Regular

Special Needs: None

Seat Selection: AC8132 8D, AC8155 8D

Additional charges and/or refund summary

Passenger Type	Additional charges
	Adult
Air Transportation Charges	
Airfare (includes Surcharges)	0.00
Extra Charges (Change Fee)	
Change Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.50
Total Extra Charge (Change Fee)	52.50
Options	
Departing Flight - Flex	NIL
Return Flight - Flex	NIL
Total airfare, taxes and options (per passenger)	52.50
Number of passengers	1
Grand Total - Canadian dollars	\$52.50

Payment Information

Air Canada: \$52.50 (Change Fee per ticket)

Ticket number(s):

The Calgary Airport Authority
GST No R#22556194

'ReceiptClearing Header'

Transaction Id 671073

Ticket Nr 30000735

Transaction Type Clear

Date/Time 4/11/2014 6:59 PM

Amount \$25.20

Status: 'Clearing Successful'

Approved - Thank you!

AIRPORT TAXI SERVICE
8609 101 ST T6E6G6
EDMONTON AB
22295683
6H2220568220

**** PURCHASE ****

04 11 2014 08:57:54

Name: ELIZABETH M GOUTHRO
R0000000041010

Trace # 1052

Inv. # 1076

Auth # 105750 RRN 001144071

Purchase	\$55.00
Tip	\$5.50
Total	\$60.50

(00) 20000000041010
(00) 20000000041010

Retain this copy for your
records
Customer copy

GST 503110483 R10001
780-890-7070

Bill Date: April 17, 2014
ELIZABETH GOUTHRO

Next Bill Date: May 17, 2014

Learning Services

CURRENT CHARGES

Monthly charges billed to May 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	<u>-10.00</u>	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Alberta Government 911 fee		0.44
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	<u>-15.00</u>	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	<u>-3.50</u>	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	<u>-12.00</u>	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
US Roaming \$0.25/min		0.00

Other charges and credits

Alberta Government 911 fee	Apr 16 to Apr 16	0.02
Alberta municipal 911 tax	Apr 1 to Apr 16	\$0.44
less Cr Alberta municipal 911 tax		<u>-0.44</u>
Can-Can/US Text - Unlimited	Apr 17 to May 16	\$15.00
less 100.00% Promotional Discount		<u>-15.00</u>

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	260:23 min:sec	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$102.50
Total this month	\$102.50
Usage Summary min:sec	
Weekday	342:32
Weekend	49:41
Weeknight	1:02
Total time used	393:15
Event Summary	
Total Events	69
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	10.5864
Total this month	\$0.00

Bill Date: April 17, 2014
 ELIZABETH GOUTHRO

Next Bill Date: May 17, 2014

Learning Services

CURRENT CHARGES

Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	10.5002 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	50:43 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	48:09 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	34:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0862 MB	0.00
Text message	2 events	0.00
Comverse MMSC	6 events	0.00
Text Messaging 250 - Share Incl. Messages		
	30 events	0.00
Text Messaging 250 - Share Unlimited Incoming Messages		
	31 events	0.00
Long distance		7.56
Roamer data usage		0.17
Taxes		
GST		2.90

Total current charges **\$62.59**

Bill Date: April 17, 2014
Elizabeth GOUTHRO
1221 8 ST SW
CALGARY, AB T2R 0L4
Learning Services

Next Bill Date: May 17, 2014

CURRENT CHARGES

Monthly charges billed to May 16, 2014

Tablet Flex 30 day (SIM only)

Includes: Detail Billing

\$1/MB US Data	\$10.00
less 100.00% Promotional Discount	<u>-10.00</u>

Usage and long distance

Data 10MB Stepped Mobile Browser Usage

Rate Details:	Data Used	Tier Charged
Up to 10 MB	Exceeded	0.00
Up to 250 MB	40.9796 MB	10.00
Up to 5 GB		30.00
Over 5 GB (\$0.015/MB)		

LEGEND

MB = Megabyte GB = Gigabyte 1 GB = 1024 MB

Taxes

GST 0.75

Total current charges \$15.75

FOR YOUR INFORMATION...	
<i>Discount Summary</i>	
Total discounts	\$10.00
Total this month	\$10.00
<i>Packet Plan Usage Summary</i>	
Total megabytes	40.9796
Total this month	\$10.00

5.00

0.00

10.00