

expense | monthly tracking report

claimant | Grundy, Brad

position | Superintendent, Finance & Supply Chain Services & CFO

level | Superintendent

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
Metro Boards Meeting, Edmonton, AB	03/13/2014	Return airfare Calgary to Edmonton	\$517.91	travel	BUS airfare/bus/rail
Metro Boards Meeting, Edmonton, AB	03/13/2014	Parking at airport	\$36.75	travel	BUS general
Metro Boards Meeting, Edmonton, AB	03/13/2014	Taxi from Edmonton airport to venue	\$69.30	travel	BUS general
Metro Boards Meeting, Edmonton, AB	03/13/2014	Taxi to Edmonton airport	\$69.30	travel	BUS general
Metro Boards Meeting, Edmonton, AB	03/13/2014	Dinner - 3 people	\$63.05	travel	BUS food/non alcoholic beverage
Cell Phone	03/17/2014	Monthly Charge	\$54.44	other disclosed	telecom/cell phone
Institute of Chartered Accountants of Alberta	07/04/2014	2014/2015 Membership Fee	\$1,233.75	other disclosed	membership, due, fees
Cell Phone	17/04/2014	Monthly Charge	\$54.55	other disclosed	telecom/cell phone

Your booking is confirmed. Booking reference:

An email booking confirmation has been sent to:

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

Passengers Mr Brad Grundy,

Flight	From	To	Departure	Arrival
AC8130	Calgary (YYC)	Edmonton (YEG)	07:00 Thu 13-Mar 2014	07:59 Thu 13-Mar 2014
AC8157	Edmonton (YEG)	Calgary (YYC)	18:00 Thu 13-Mar 2014	18:53 Thu 13-Mar 2014

Airfare	1272.00
Options	0.00
Taxes, fees and charges	281.73
Travel Insurance	Purchase Travel Insurance
Grand Total	\$1553.73
Canadian dollars	

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:
Mr Brad Grundy
brgrundy@cbe.ab.ca
Mobile: 1-403-5406200
Work: 1-403-8177400
At destination: 1-403-5406200

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and Departures
1-888-422-7533

Metro Board meeting
Thursday
March 13
Edmonton, AB.

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130 ¹	Calgary (YYC) Thu 13-Mar 2014 07:00	Edmonton, Edmonton Int'l (YEG) Thu 13-Mar 2014 07:59	0	0hr59	DH3	Tango, S	
AC8157 ¹	Edmonton, Edmonton Int'l (YEG) Thu 13-Mar 2014 18:00	Calgary (YYC) Thu 13-Mar 2014 18:53	0	0hr53	DH3	Flex, U	

Operated by:
¹Air Canada Express - Jazz

Passenger Information

1: Mr Brad Grundy : Adult (16+), Ticket Number:

Frequent Flyer Prog : None Meal Preference: None
Payment Card: xxxx-xxxx-xxxx-9591 Special Needs: None
Seat Selection: None

2: : Adult (16+), Ticket Number:

Frequent Flyer Prog : None Meal Preference: None
Payment Card: xxxx-xxxx-xxxx-9591 Special Needs: None
Seat Selection: None

3: : Adult (16+), Ticket Number:

Frequent Flyer Prog : None Meal Preference: None
Payment Card: xxxx-xxxx-xxxx-9591 Special Needs: None
Seat Selection: None

Purchase Summary**Fare Summary**

Total charge for 3 adults	
Air Transportation Charges	
Departing Flight (Tango) (including surcharges)	483.00
Return Flight (Flex) (including surcharges)	789.00
Options	0.00
Taxes, Fees and Charges	281.73
Total Airfare Charge	1553.73
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$1553.73

\$517.91 per person

Brad Grundy + 2 finance
staff travel cost to
Edmonton for
Metro Board
meeting

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx-9591 - Amount paid: **\$1553.73**
The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$517.91 (Airfare - 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.
- 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 \$75 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.

Return Flight Edmonton (YEG) To Calgary (YYC) - **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.

Parking at
Calgary Airport
for Metro meeting

The Calgary Airport Authority
GST No R122556194

Transaction Id: H1021403009167
Transaction Date: 13/03/2014 19:06
Ticket-Nr.: 70847118

Transient Parker	\$ 36.75
Total:	\$ 36.75
Discounts:	\$ 0.00
Balance Due:	\$ 36.75
GST	\$ 1.75
Debit	\$ 36.75
Change:	\$ 0.00

CHILI'S TEXAS GRILL
EDMONTON AIRPORT
(780) 890-7766

Server: Becky 2166 03/13/2014
Table 33/1 4:52 PM
Guests: 3 30192

- PLEASE COMPLETE OUR GUEST EXPERIENCE SURVEY. YOU WILL RECEIVE AN ORDER OF OUR SOUTHWEST EGGROLLS FREE ON YOUR NEXT VISIT. YOU WILL ALSO BE ENTERED TO WIN \$1000. A WINNER EVERY WEEK.

Go To www.go-chilis.com
YOUR SURVEY CODE:4012

BEVERAGE (3 @2.99)	8.97
GRILLED CHICKEN RICE BOWL	14.99
CHILI SHRIMP QUESADILLA	14.99
ADD SLICED AVOCADO (4)	1.39
GRILLED CHICKEN SANDWICH	13.99

Complete Subtotal 54.33

Dinner:

-CFU

-Mngr CPR

-Mngr Res & Tres

Subtotal 54.33

Tax 2.72

Total 57.05

Balance Due \$ 57.05

Thank You! TIP 6.00
\$63.05

We Appreciate Your Business
Enjoy Your Flight!

Taxi to Metro Board's
Meeting 3 staff in car

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6N-1C2
780-462-3456

Term Id:4502412478230
Item #:1252
MasterCard
PURCHASE
Op Id:779789
Card #:

AID:A0000000041010

APPROVED

AMOUNT	CAD\$63.00
TIP	CAD\$6.30
TOTAL	CAD\$69.30

Ref. #: C
Auth. #: 104518
Resp. Code: 00
TVR: 4000008000
TSI: E800

BOOK ON LINE AT EDMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2014/03/13 Time: 08:45:17
Response: AUTH 104518

CUSTOMER COPY

Taxi from Metro
Board's meeting
3 staff in car

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6N-1C2
780-462-3456

Term Id:4502412478230
Item #:1254
MasterCard
PURCHASE
Op Id:779789
Card #:

AID:A0000000041010

APPROVED

AMOUNT	CAD\$63.00
TIP	CAD\$6.30
TOTAL	CAD\$69.30

Ref. #: C
Auth. #: 175928
Resp. Code: 00
TVR: 4000008000
TSI: E800

BOOK ON LINE AT EDMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2014/03/13 Time: 15:59:22
Response: AUTH 175928

CUSTOMER COPY

Metro Board
meeting
Thursday
March 13, 2014
Edmonton, AB.

CHILI'S
1000 AIRPORT ROAD UNIT
24
EDMONTON AB

CARD
CARD TYPE MASTERCARD
DATE 2014/03/13
TIME 1703 17:00:37
CLERK ID 2166
RECEIPT NUMBER
CB2005576-001-016-114-0

PURCHASE	
AMOUNT	\$57.05
TIP	\$6.00
TOTAL	\$63.05

\$63.05

Mobile
Bill Date: March 17, 2014
Brad Grundy
Mobile Ref.
1221 8 ST SW
CALGARY, AB T2R 0L4

Account #
Next Bill Date: April 17, 2014

347 of 1815

CURRENT CHARGES

Monthly charges billed to Apr 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	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	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmt. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	-5.00	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	8:54 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	21.4934 MB	0.00
Business Anytime Unlmt. Nights & Wknds 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	11:54
Weekend	0:34
Total time used	12:28
<u>Packet Plan Usage Summary</u>	
Total megabytes	21.4934
Total this month	\$0.00

Mobile
Bill Date: March 17, 2014
Brad Grundy
Mobile Ref.

Account #
Next Bill Date: April 17, 2014

348of 1815

CURRENT CHARGES

@\$.00/minute	0:34 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	3:00 min:sec	0.00
Long distance		0.35
Taxes		
GST		2.59

Total current charges

\$54.44



2014/2015 MEMBER REGISTRATION APPLICATION
APPLICATION FOR ADMISSION BY AFFILIATION

PERSONAL INFORMATION

Full Legal Name Bradley Richard Grundy
Preferred Given Name Brad Birthdate (mm/dd/yy) _____ Gender (M/F) M
Name as it should appear on your CA certificate Bradley Richard Grundy

DEMOGRAPHIC INFORMATION

Res. Address _____ Employer Calgary Board of Education
Position Title Chief Financial Officer
Address 1221 8th Street SW
City/Prov. Calgary AB Postal Code _____
Phone _____ Fax _____ City/Prov. Calgary AB Postal Code T2R 0L4
Home email _____ Bus. Ph. _____ Bus. Fax _____
Preferred email address Home Business Direct Ph. _____ Dir. Fax _____
Preferred postal address Home Business Business email _____

BACKGROUND INFORMATION

STATUTORY DECLARATION

UNIVERSITY EDUCATION

Degree(s) Institution (university) Province/Country Date (mm/yy)

PROFESSIONAL ACCOUNTING DESIGNATIONS & MEMBERSHIPS - List all accounting designations & memberships, including provincial Institutes
 Institute, Association, Society Name Date Admitted (mm/yy) Designation Status of Membership

REFERENCES - List three Chartered Accountants who you have known for at least one year
 Name City / Town Province of CA membership

2014/15 MEMBER FEES (covering the period April 1, 2014 to March 31, 2015)

Please check the appropriate box(es) below and submit the total due. If applying after March 1, 2015 please obtain the 2015/2016 application form.

- \$440.00 **Canadian Institute Fees** - CICA annual fees are required to be paid by all Canadian chartered accountants, Regardless of their province of membership.
 - CICA fees are enclosed as required.
 - CICA fees are not enclosed; they have been paid for the membership year to the Institute of _____.
In the future, I wish to pay the CICA annual fees through the provincial Institute of _____.
- \$735.00 **Alberta Resident Fees** - fees includes \$75 for the Chartered Accountants Education Foundation
 - Applicant is residing in Alberta **AND** is not eligible for non-resident fees status (note below).
- \$245.00 **Alberta Non-Resident Fees** - fees includes \$25 for the Chartered Accountants Education Foundation
 - Applicant resides outside of Alberta and is a member of the CA Institute in the province of residence.
 - Applicant resides outside of Canada and is a member of a recognized accounting organization.
 - Applicant resides in Alberta but has transferred from another provincial Institute in which he/she has paid full resident fees for the membership year and has not or will not be refunded any portion of those fees upon transfer.

Note: Appropriate Member Fee **MUST** accompany the application. If insufficient fees or an incomplete application is submitted; the form will be returned to the applicant for follow-up.
 For any individual applying between **October 1, 2014 and March 1, 2015**, the fees (above) may be reduced by **one-half**.

1,175.00 Fee Amount – Subtotal
58.76 GST (R#107508533)

1,233.76 TOTAL ENCLOSED INCOME TAX RECEIPT REQUIRED? No Yes

Payment method:

- Visa MasterCard American Express Cheque – Personal / Corporate (circle one)
- Payable to: Institute of Chartered Accountants of Alberta

_____ Exp. Date

_____ Card number

Mobile
Bill Date: April 17, 2014
Brad Grundy
Mobile Ref.
1221 8 ST SW
CALGARY, AB T2R 0L4

Account #
Next Bill Date: May 17, 2014

364of 1918

CURRENT CHARGES

Monthly charges billed to May 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	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	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmtd. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	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		-0.44
Can-Can/US Text - Unlimited	Apr 17 to May 16	\$15.00
less 100.00% Promotional Discount		-15.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$102.50
Total this month	\$102.50
Usage Summary	
	<i>min:sec</i>
Weekday	16:38
Weekend	0:15
Total time used	16:53
Packet Plan Usage Summary	
Total megabytes	25.8898
Total this month	\$0.00

Mobile
Bili Date: April 17, 2014
Brad Grundy
Mobile Ref.
Finance

Account #
Next Bill Date: May 17, 2014

365of 1918

CURRENT CHARGES

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	12:38 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	25.8683 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	0:15 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	4:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0215 MB	0.00

Taxes

GST		2.59
-----	--	------

Total current charges

\$54.55