

expense | monthly tracking report

claimant | King, Pamela
position | Trustee, Wards 5 & 10
level | Board of Trustees
reporting period | July 1 to August 31, 2016
date of report | October-11-16



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
National Gathering on Aboriginal Education	07/06/2016	Conference Registration Fee, July 6-7 2016 Winnipeg	\$262.50	other disclosed	PD course or registration fee
CSBA Conference	07/07/2016	Conference Registration Fee, July 7-9 2016 Winnipeg	\$735.00	other disclosed	PD course or registration fee
Aboriginal Education & CSBA	07/06/2016	Flight Calgary to Winnipeg Return	\$442.31	travel	PD airfare/bus/rail
Aboriginal Education & CSBA Conference	07/06/2016	Accommodation	\$591.24	travel	PD accommodation
Aboriginal Education & CSBA Conference	07/06/2016	Bagage Fee Calgary to Winnipeg	\$26.25	travel	PD general
Aboriginal Education & CSBA Conference	07-10/2016	Bagage Fee Winnipeg to Calgary	\$26.25	travel	PD general

St. Croix, Grace M

From: registrationcoordinator@plannersplus.ca
Sent: May-25-16 12:10 PM
To: St. Croix, Grace M
Subject: Registration Confirmation: National Trustee Gathering on Aboriginal Education / Canadian School Boards Association Congress

You have successfully registered for: National Trustee Gathering on Aboriginal Education / Canadian School Boards Association Congress to be held July 6 to 9th, 2016 at Delta Winnipeg, 350 St. Mary Avenue, Winnipeg, Manitoba.

This document is your official confirmation letter and receipt

Balance Outstanding: \$0.00

Please note: your Early Bird Fee must be received before the deadline or your registration will be reverted to the Regular Fee.

Please review this document carefully and immediately advise of any errors or omissions by calling at 204-257-5205.

First Name: Pamela

Last Name: King

Address: 1221 - 8 Street SW

City: Calgary

Postal Code: T2R 0L4

Phone: (403) 817-7933

Fax: (403) 294-8282

Email Address: gmstcroix@cbe.ab.ca

If you have any food restrictions, please specify below:

If you have any physical restrictions, please specify below:

Conference Selections

Fees

Description	Quantity	Price
NTGAE(July 6 and 7)	1	\$250.00
CSBA Conference (with banquet)	1	\$700.00

Subtotal:	\$950.00
GST:	\$47.50
Total:	\$997.50

Payment Summary

Method	Card Number	Date Registered	Amount
CreditCard	XXXXXXXXXX	05/25/2016	\$997.50

St. Croix, Grace M

From: Air Canada <confirmation@aircanada.ca>
Sent: May-24-16 10:11 AM
To: St. Croix, Grace M
Subject: Air Canada - 06-Jul: Calgary - Winnipeg (booking ref: - seat selected

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



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.

Scan this barcode to check in at any Air Canada check-in kiosk.



Opens in New Window

Access your personalized Air Canada travel information

View your planner > Opens in New Window

Booking Information

Booking Reference:

AGI7TR

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

Main Contact:

Ms Pamela King

gmstcroix@cbe.ab.ca

Mobile: 1-587-4379072

Work: 1-403-8177933

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

Online Services

Manage my booking online (view/change my booking; select seats").

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

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	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8334 ¹	Calgary (YYC)	Winnipeg (YWG)	0	1hr51	CRA	Tango Opens in New Window, A	
	Wed 06-Jul 2016 11:25	Wed 06-Jul 2016 14:16					
AC8335 ¹	Winnipeg (YWG)	Calgary (YYC)	0	2hr05	CRA	Tango Opens in New Window, A	
	Sun 10-Jul 2016 10:00	Sun 10-Jul 2016 11:05					

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Pamela King : Adult (16+), Ticket Number: 0142162883167

Frequent Flyer Prog : **None** Meal Preference : **None**

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

Seat Selection: **AC8334 18D Paid , AC8335 24F Paid**

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Tango	123.00
Return Flight - Tango	153.00
Surcharges	46.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	35.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	19.56
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	<u>410.81</u>
Number of passengers	x 1
Total with options	<u>410.81</u>

Seat Selection

Ms Pamela King	
AC8334: 18D - Standard Seat (Aisle)	15.00
AC8335: 24F - Standard Seat (Window)	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.50
Total with options and seat selection fee:	<u>442.31</u>
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$442.31

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx - Amount paid: **\$442.31**
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$410.81 (Air Transp. Charges - per ticket)
 Air Canada: \$31.50 (Advance Seat Selection - for passenger 1)

Ticket number(s): 0142

Fare Rules

Departing Flight Calgary (YYC) To Winnipeg (YWG) - Tango

Return Flight Winnipeg (YWG) To Calgary (YYC) - Tango

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$100 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. Exception: fee is \$100 CAD/USD for flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded)
 - **Same-day standby** at the airport 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.



DELTA

WINNIPEG

350 St. Mary Avenue, Winnipeg, Manitoba, R3C 3J2
 Tel: 204-942-0551 Fax: 204-943-8702

Ms Pamela King
 Xxx
 Xxx NE 11111
 United States

Room:
 Folio:
 Cashier: 15
 Arrival: 07-06-16
 Departure: 07-10-16
 Reference:

Date	Description	Additional Information	Charges	Credits
07-06-16	Room Charge		125.00	
07-06-16	Accommodation Tax		6.25	
07-06-16	Rooms - Federal Tax - GST		6.56	
07-06-16	Rooms - Provincial Tax - PST		10.00	
07-07-16	Room Charge		125.00	
07-07-16	Accommodation Tax		6.25	
07-07-16	Rooms - Federal Tax - GST		6.56	
07-07-16	Rooms - Provincial Tax - PST		10.00	
07-08-16	Room Charge		125.00	
07-08-16	Accommodation Tax		6.25	
07-08-16	Rooms - Federal Tax - GST		6.56	
07-08-16	Rooms - Provincial Tax - PST		10.00	
07-09-16	Room Charge		125.00	
07-09-16	Accommodation Tax		6.25	
07-09-16	Rooms - Federal Tax - GST		6.56	
07-09-16	Rooms - Provincial Tax - PST		10.00	
07-10-16	Master Card	XXXXXXXXXXXXX	XX/XX	591.24

GST Summary	
Registration No: 846543619	
Room	26.24
F&B	0.00
Other	0.00
Total	26.24

PST Summary	
Room	40.00
F&B	0.00
Other	0.00
Total	0.00

Total	591.24	591.24
Balance Due	0.00	CDN

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.

St. Croix, Grace M

From: Air Canada <confirmation@aircanada.ca>
Sent: July-05-16 12:39 PM
To: St. Croix, Grace M
Subject: Air Canada - Receipt - Baggage Fee

Your fees have been successfully collected.

Departure Date: 2016-07-06

Passenger: PAMELA KING
Departure city: CALGARY YYC
Destination city: WINNIPEG YWG

Fee Breakdown:

Excess baggage fee (1 piece): 25.00 CAD

GST: 1.25 CAD

Total CAD: 26.25 CAD

Form of payment used: MasterCard XXXXXXXXXXXXX

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

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Air Canada, PO Box 64239, RPO Thorncliffe, Calgary, Alberta, T2K 6J7

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St. Croix, Grace M

Subject: FW: Air Canada - Receipt - Baggage Fee

From: Air Canada <confirmation@aircanada.ca<<mailto:confirmation@aircanada.ca>>>
Date: July 9, 2016 at 9:07:50 PM CDT
To: <htkachuk@asba.ab.ca<<mailto:htkachuk@asba.ab.ca>>>
Subject: Air Canada - Receipt - Baggage Fee

Your fees have been successfully collected.

Departure Date: 2016-07-10

Passenger: PAMELA KING
Departure city: WINNIPEG YWG
Destination city: CALGARY YYC

Fee Breakdown:

Excess baggage fee (1 piece): 25.00 CAD

GST: 1.25 CAD

Total CAD: 26.25 CAD

Form of payment used: MasterCard XXXXXXXXXXXXX

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

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