

expense | monthly tracking report

claimant | McLeod, Sheila

position | Director, Learning

level | Director

reporting period | May 1 to June 30, 2017

date of report | August-11-17



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Bell Mobility	05/17/2017	cell phone	\$56.37	other disclosed	telecom/cell phone
Czech Republic/Hungary student	05/03/2015	return airfare YYC FRA FRA PRG BUD FRA	\$2,716.15	travel	BUS airfare/bus/rail
Vietnam & China Student recruitment	05/06/2017	return airfare YYC YVR ICN SGN ICN YVR YYC	\$2,397.04	travel	BUS airfare/bus/rail
Vietnam & China Student recruitment	05/08/2017	airfare cancellation	\$117.74	travel	BUS airfare/bus/rail
Vietnam & China Student recruitment	05/27/2017	airfare ICN PEK	\$417.21	travel	BUS airfare/bus/rail
Vietnam & China Student recruitment	06/01/2017	Vietnamese visa	\$171.61	travel	BUS general
Vietnam & China Student recruitment	06/02/2017	Lotte Hotel - 2 nights	\$506.25	travel	BUS accommodation
Vietnam & China Student recruitment	06/06/2017	return airfare	\$289.20	travel	BUS airfare/bus/rail
Czech Republic/Hungary student recruitment	06/08/2017	laundry	\$20.71	travel	BUS general
Czech Republic/Hungary student recruitment	06/09/2017	Marriott Budapest - 1 night	\$262.68	travel	BUS accommodation
Czech Republic/Hungary student recruitment	06/09/2017	taxi at destination	\$45.42	travel	BUS airfare/bus/rail
Czech Republic/Hungary student recruitment	06/12/2017	taxi at destination	\$20.40	travel	BUS airfare/bus/rail
Czech Republic/Hungary student recruitment	06/12/2017	Mileage	\$55.00	travel	BUS mileage
Czech Republic/Hungary student recruitment	06/12/2017	Per diem 1 lunch, 4 dinner	\$121.00	travel	BUS food/non alcoholic beverage
Vietnam & China Student recruitment	06/10/2017	Grand Silverland Hotel - 3 nights	\$378.15	travel	BUS accommodation
Bell Mobility	06/17/2017	cell phone	\$56.37	other disclosed	telecom/cell phone
Vietnam & China Student recruitment	06/20/2017	taxi at destination	\$22.26	travel	BUS airfare/bus/rail
Vietnam & China Student recruitment	06/28/2017	Nest Incheon - 1 night	\$152.79	travel	BUS accommodation
Vietnam & China Student recruitment	06/28/2017	taxi at destination - various	\$152.60	travel	BUS airfare/bus/rail

Vietnam & China Student recruitment	06/30/2017	Hosting dinner 10 persons	\$151.40	travel	BUS food/non alcoholic beverage
-------------------------------------	------------	---------------------------	----------	--------	---------------------------------



Mobile 403-
 Bill Date: May 17, 2017
 SHEILA MCLEOD
 Mobile Ref.
 Global Learning

Account #
 Next Bill Date: June 17, 2017

CURRENT CHARGES for

Monthly charges billed to Jun 16, 2017

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00

Taxes

GST 2.68

FOR YOUR INFORMATION...	
<i>Discount Summary</i>	
Total discounts	\$31.00
Total this month	\$31.00

Mobile
Bill Date: May 17, 2017
SHEILA MCLEOD
Mobile Ref.
Global Learning

Account #
Next Bill Date: June 17, 2017

CURRENT CHARGES *for* *continued)*

Total current charges

\$56.37

Booking Confirmation

Booking Reference:

Date of issue: 04 May, 2017

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


- Depart

Premium Economy (lowest)					
Saturday 03 Jun, 2017	17:55 Calgary Calgary Intl. (YYC), AB		10:55 +1 day Frankfurt Frankfurt Intl. (FRA), DE Terminal 1	 AC844	9hr00 Premium Economy E Operated by: Air Canada 787-9 Meal
Layover in Frankfurt					1hr35
Sunday 04 Jun, 2017	12:30 Frankfurt Frankfurt Intl. (FRA), DE Terminal 1		13:30 Prague Václav Havel (PRG), CZ Terminal 2	 AC9060	1hr00 Economy B Operated by: Lufthansa or LH City Line 320 Meal
Total duration					11hr35

① AC9060: You will be seated in Economy Class.

① Flight AC9060: This is a codeshare flight with Lufthansa. For information on their rules and policies (for example regarding baggage allowance and fees), please visit <http://www.lufthansa.com>.

Friday
09 Jun. 2017

10:35
Budapest
Budapest Liszt Ferenc Intl.
(BUD), HU
Terminal 2A




12:20
Frankfurt
Frankfurt Intl. (FRA), DE
Terminal 1


AC9039

1hr45
Economy B
Operated by: Lufthansa or LH City Line
| 321
Meal

Layover in Frankfurt

1hr10

 **AC9039:** You will be seated in Economy Class.

 Flight AC9039. This is a codeshare flight with Lufthansa. For information on their rules and policies (for example regarding baggage allowance and fees), please visit <http://www.lufthansa.com>.

Friday
09 Jun. 2017

13:30
Frankfurt
Frankfurt Intl. (FRA), DE
Terminal 1



14:45
Calgary
Calgary Intl. (YYC), AB



AC845

9hr15
Premium Economy E
Operated by: Air Canada | 777-200LR
Meal

Total duration

12hr10

Passengers

 Ms. Sheila Mcleod
Ticket Number

Travel Options
 Regular meal

Seats
AC844 14D
AC9060 -
AC9039 -
AC845 14D



Purchase summary

Amount paid. \$2716.15	1adult
Tax information	
1adult	
Goods and Services Tax - Canada no. 100092287 RT0001	
\$1.50	
	1adult
	2076.98
	30.02
	430.00
	1.50
	37.89
	14.24
	6.11
	25.91
	30.00
	63.70
	\$2716¹⁵
	X 1
	\$2,716¹⁵
	\$2716¹⁵



Check-in and boarding gate deadlines

Within Canada	To/From the U.S.	International ¹ (including Mexico and the Caribbean)	
90 minutes	120 minutes	120 minutes	Recommended check-in time You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.
45 minutes ²	60 minutes	60 minutes	Check-in and baggage drop-off deadline You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.
15 minutes	15 minutes	15 minutes	Boarding gate deadline You must be present at the boarding gate before it closes.

- From Algiers (Algeria), Casablanca (Morocco) and Tel Aviv (Israel) - Recommended check-in time: 180 minutes. Check-in and baggage drop-off deadline: 60 minutes. Boarding gate deadline: 30 minutes.
- From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

Booking Confirmation


Booking Reference:

Date of issue: 06 May, 2017

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


- Depart
Economy Flex

Wednesday 21 Jun, 2017	09:20 Calgary Calgary Intl. (YYC), AB		09:47 Vancouver Vancouver Intl. (YVR), BC Terminal M	 AC207	1hr27 Economy Q Operated by: Air Canada A320-200 Wi-Fi Meal
			Layover in Vancouver		1hr13
Wednesday 21 Jun, 2017	11:00 Vancouver Vancouver Intl. (YVR), BC Terminal M		13:45 + 1 day Seoul Incheon Intl. (ICN), KR	 AC063	10hr45 Economy Q Operated by: Air Canada 787-9 Meal
			Layover in Seoul		5hr25
Thursday 22 Jun, 2017	19:10 Seoul Incheon Intl.(ICN), KR		22:40 Ho Chi Minh City Tân Sơn Nhất Intl. (SGN), VN Terminal 2	 AC6982	5hr30 Economy L Operated by: Asiana Airlines 744 Meal
			Total duration		24hr20

 Flight AC6982: This is a codeshare flight with Asiana Airlines. For information on their rules and policies (for example regarding baggage allowance and fees), please visit <http://www.flyasiana.com>.

Premium Economy (lowest)

Saturday
01 Jul, 2017

23:00
Hanoi
Noi Bai Intl.(HAN), VN
Terminal 2



05:20 - 1 day
Seoul
Incheon Intl. (ICN), KR


AC6985

4hr20
Economy H
Operated by: Asiana Airlines | 77L
Meal

Layover in Seoul

10hr00

! AC6985: You will be seated in Economy Class.

! Flight AC6985: This is a codeshare flight with Asiana Airlines. For information on their rules and policies (for example regarding baggage allowance and fees), please visit <http://www.flyasiana.com>.

Sunday
02 Jul, 2017

15:20
Seoul
Incheon Intl.(ICN), KR



09:10
Vancouver
Vancouver Intl. (YVR), BC
Terminal M


AC064

9hr50
Premium Economy N
Operated by: Air Canada | 787-9
Meal

Layover in Vancouver

1hr20

Sunday
02 Jul, 2017

10:30
Vancouver
Vancouver Intl. (YVR), BC
Terminal M



12:54
Calgary
Calgary Intl. (YYC), AB


AC208


1hr24
Economy B
Operated by: Air Canada | A319-100 |
Wi-Fi
Meal


Total duration

26hr54

! AC208: You will be seated in Economy Class.

Passengers

 Ms. Sheila Mcleod
Ticket Number

Travel Options
 Regular meal

Seats
AC207 13C
AC063 18C
AC6982 -
AC6985 -
AC064 13C
AC208 12D



Purchase summary

Credit/Debit Card *****	1 adult
Amount paid: \$2397.04	
Tax Information	
1 adult	
Goods and Services Tax - Canada no. 100092287 RT0001	
\$1.50	
	1939.00
	340.00
	1.50
	2.00
	24.24
	34.33
	25.01
	30.00
	2397.04
	X 1
	2397.04
GRAND TOTAL (Canadian dollars)	2397.04



Check-in and boarding gate deadlines

Within Canada	To/From the U.S.	International ¹ (including Mexico and the Caribbean)	
90 minutes	120 minutes	120 minutes	Recommended check-in time You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.
45 minutes ²	60 minutes	60 minutes	Check-in and baggage drop-off deadline You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.
15 minutes	15 minutes	15 minutes	Boarding gate deadline You must be present at the boarding gate before it closes.

- From Algiers (Algeria), Casablanca (Morocco) and Tel Aviv (Israel) - Recommended check-in time: 180 minutes, Check-in and baggage drop-off deadline: 60 minutes, Boarding gate deadline: 30 minutes.
- From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

From: McLeod, Sheila M
Sent: May-20-17 3:26 PM
To:
Subject: FW: Your flight itinerary to Seoul - ICN is canceled

Hi
I was reviewing my itineraries this weekend and noticed that I had booked this incorrectly. I had to cancel this one - paying change fee as indicated below. The airline indicated that the refund could take up to 8 weeks to be processed back to the credit card.
I am rebooking the flights and will send that information shortly. good news is that the rebooked flight is cheaper so it will all be about the same in the end.

From: Expedia For TD [TDBank@expediamail.com]
Sent: May-20-17 15:21
To: McLeod, Sheila M
Subject: Your flight itinerary to Seoul - ICN is canceled



[Flights](#) | [Hotels](#) | [Cars](#) | [Vacation Packages](#) | [Cruises](#) | [Activities](#) | [DEALS & OF](#)

Dear Sheila McLeod,

Per your request, your flight is canceled. You will receive a refund of \$438.67 CAD from Asiana Airlines. The airline will apply a \$117.74 CAD cancellation penalty.

Traveler Details

Main contact: Sheila McLeod
E-mail:

Traveler(s): 1
Traveler: Sheila McLeod
Airline Ticket No.:

Expedia Itinerary No.:

Revised Itinerary

June-28-17

Flight

CANCELED: Asiana Airlines Flight 332
Operated by Asiana Airlines

Airline confirmation code:

Depart 10:40 AM Beijing - PEK
Arrive 1:50 PM Seoul - ICN

Revised Itinerary

July-02-17

Flight

CANCELED: Asiana Airlines Flight 331
Operated by Asiana Airlines

Airline confirmation code:

Depart 8:20 AM Seoul - ICN
Arrive 9:40 AM Beijing - PEK

From: McLeod, Sheila M
Sent: May-27-17 9:51 AM
To:
Subject: Fwd: Expedia travel confirmation - 28 Jun - (Itinerary #

And now the right one.

Sent from my iPhone

Begin forwarded message:

From: Expedia.ca <Expedia@ca.expediamail.com>
Date: May 27, 2017 at 9:48:44 AM MDT
To: <:be.ab.ca>
Subject: Expedia travel confirmation - 28 Jun - (Itinerary #
Reply-To: <Expedia@ca.expediamail.com>



Thanks!

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Beijing

28 Jun 2017 - 2 Jul 2017

Because you booked a flight, you qualify for up to 51% off Beijing hotels.

Expires Fri, 16 Jun

[See hotels](#)

See live updates to your itinerary, anywhere and anytime.

See your itinerary

Or get the free app:



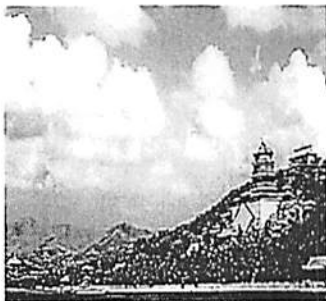
Before you go

- **E-ticket:** This email can be used as an E-ticket.
- Proof of citizenship is required for international travel. Be sure to bring all necessary documentation (e.g. passport, visa, transit permit). To learn more, visit our Visa and Passport page .
- Remember to bring your itinerary and government-issued photo ID for airport check-in and security.

Contact the airline to confirm:

- specific seat assignments
 - special meals
 - frequent flyer point awards
 - special assistance requests
-

Flight overview



Travel dates

28 Jun 2017 - 2 Jul
2017

Itinerary

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Confirmation

(siana Airlines)

Ticket

(Sheila McLeod)

✕Departure Wed, 28 Jun

Asiana Airlines 331

Seoul (ICN)
8:20AM

→ **Beijing (PEK)**
9:40AM
Terminal: 3

Cabin: Economy (V)
2h 20m duration

Total Duration

2h 20m

✕Return Sun, 2 Jul

Asiana Airlines 332

Beijing (PEK)
10:40AM
Terminal: 3

→ **Seoul (ICN)**
1:50PM

Cabin: Economy (E)
2h 10m duration

Total Duration

2h 10m

Traveller(s)

Sheila : McLeod

No frequent flyer details provided

Frequent flyer and special assistance requests should be confirmed directly with the airline.

Price summary

Expedia

Traveller 1: Adult C\$417.21 Flight
C\$366.00 Taxes & Fees C\$51.21

108 points
for this trip

Total C\$417.21

All prices are quoted in CAD.

Additional information

Additional fees

The airline may charge additional fees for checked baggage or other optional services.

Airline rules + restrictions

We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.

Please read the complete penalty rules for changes and cancellations applicable to this fare.

Tickets are non-refundable, non-transferable and name changes are not allowed.

Please read important information regarding airline liability limitations .

More help

Change or cancel this reservation.

Visit our Customer Support page

Purchase

Favourite 17

APPROVED

Transaction Type: Purchase
Result: APPROVED

Order ID:

Reference Number:

Authorization Code:

Response Code:

Message: APPROVED **

Transaction Time: 15:24:38

Transaction Date:

2017-06-01

Amount: \$123.60

= \$ 171.61 CDN

Fraud Check Results

CVD Result: CVD Match. (Code: 1M)

AVS Result: No match on street address or postal code. (Code: N)

Action Items

VOID Receipt - 3rd Receipt - 1st Fraud Receipt

From: McLeod, Sheila M
Sent: July-12-17 3:22 PM
To:
Subject: Fwd: Lotte Hotel Hanoi, Hanoi - 25 Jun 2017 (Itinerary #

Sent from my iPhone

Begin forwarded message:

From: Expedia.ca <Expedia@ca.expediamail.com>
Date: July 12, 2017 at 3:21:33 PM MDT
To: <@cbe.ab.ca>
Subject: Lotte Hotel Hanoi, Hanoi - 25 Jun 2017 (Itinerary #'
Reply-To: <Expedia@ca.expediamail.com>

Sheila Jane McLeod:

"not sure if you can see the receipt here"

This Expedia Itinerary was sent from Sheila Jane McLeod. If you have access to this account, you can view the most up-to-date version.

Lotte Hotel Hanoi, Hanoi

25 Jun 2017 - 27 Jun 2017

See live updates to your itinerary, anywhere and anytime.

[See your itinerary](#)

Or get the free app:



Hotel overview



Lotte Hotel Hanoi

No. 54, Lieu Giai St. Cong Vi Ward.,
Hanoi Vietnam

[View hotel](#) [Map and directions](#)

Reservation dates

25 Jun 2017 - 27 Jun 2017

Itinerary

Check-in and Check-out

Check-in time

3:00PM

Check-out time

noon

Check-in policies

Minimum check-in age is 18

Your room/unit will be guaranteed for late arrival.

Special instructions

24-hour airport shuttle service is available on request. Contact the property in advance to make arrangements.

Room

Guests

Reserved for Sheila McLeod

1 adult

Room

Club Deluxe Twins (No children in Club Lounge)

Included amenities

Free Wireless Internet, Breakfast Buffet

Room requests

2 Twin Beds

Non-smoking room

Price summary

Price breakdown

Room price C\$506.25

2 nights: C\$219.16 avg./night

25/06/2017 C\$206.98

26/06/2017 C\$231.34

Taxes & fees : C\$67.93

Total C\$506.25

Collected by Expedia

Member's price: 10%

Prices shown after -C\$48.66 savings

Unless specified otherwise, rates are quoted in Canadian dollars.

Additional hotel fees

The below fees and deposits only apply if they are not included in your selected room rate.

The following fees and deposits are charged by the property at time of service, check-in, or check-out.

Fee for buffet breakfast: VND 530000 per person (approximately)

Airport shuttle fee: VND 1155000 per vehicle (one way)

Rollaway beds are available for an additional fee

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

Rules and restrictions

Cancellations and changes

We understand that sometimes plans fall through. We do not charge a cancel or change fee. When the property charges such fees in accordance with its own policies, the cost will be passed on to you. Lotte Hotel Hanoi charges the following cancellation and change fees.

Cancellations or changes made after 6:00PM (SE Asia Daylight Time) on 24 Jun 2017 or no-shows are subject to a property fee equal to 100% of the total amount paid for the reservation.



eTicket Receipt

Prepared For
MCLEOD/SHEILA MS [ADT]

RESERVATION CODE
ISSUE DATE 02Jun17
TICKET NUMBER
ISSUING AIRLINE VIETNAM AIRLINES
ISSUING AGENT Vietnam Airlines/SSW
FREQUENT FLYER NUMBER

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
25Jun17	VIETNAM AIRLINES VN 236	HO CHI MINH CITY, VIETNAM Time 12:00 Terminal TERMINAL 1	HANOI, VIETNAM Time 14:05 Terminal TERMINAL 1	Class BUSINESS Seat Number CHECK-IN REQUIRED Baggage Allowance 30K VCR Status OK Fare Basis CVNW Not Valid After 25JUN18

Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX
Endorsement / Restrictions	NON-END.RESTRICT MAY APPLY/CONTACT B4 DEPT FOR CHANGE
Fare Calculation Line	SGN VN HAN4200000CVNW VND4200000END
Fare	VND 4200000
Taxes/Fees/Carrier-Imposed Charges	VND 50000 YRI (TICKETING CHARGE) VND 420000 UE (VALUE ADDED TAX) VND 70000 AX (DOMESTIC PASSENGER SERVICE CHARGE) VND 10000 C4 (C4)
Total Fare	VND 4750000

Positive identification required for airport check in

Notice:

CAN \$289.20

PANORAMA HOTEL
PRAGUE

Corinthia Panorama, s.r.o. - Panorama Hotel Prague
Milevska 1695/7
140 00 Praha - Krc
Tel.:+420 261 161 111 Fax:+420 261 164 141
IDN: . TIDN:
E-mail: welcome@panoramahotelprague.com

Mrs Sheila Mcleod

Canada

Bank account: Ceska Sporitelna, a.s.
SWIFT:GIBACZPX
CZK: 2017762/0800 IBAN:CZ52 0800 0000 0000 0201 7762
EUR: 2018132/0800 IBAN:CZ53 0800 0000 0000 0201 8132

IDN:

VAT no.:

Arrival : 04/06/17
Departure : 07/06/17
Folio No. :
Conf. No. :
Cashier No. :
Page No. : 1 of 1
Date : 07/06/17
Realiz. date : 06/06/17

Registered in the Commercial Register administrated
by the Prague City Court, Section C, File 103282

INVOICE - TAX DOCUMENT

Order No. :

Room No. : 0923

Date	Description	Room Rate	Debit CZK	Credit CZK
06/06/17	Guest Laundry		350.00	
07/06/17	Mastercard/Eurocard			350.00
Total CZK			350.00	350.00
Total EUR				
Balance			0.00 CZK	
Exch. Rate EUR				
	NET AMOUNT	VAT AMOUNT	GROSS AMOUNT	
VAT 21%	289.26 CZK	60.74 CZK	350.00 CZK	

DIC: CZ27191729 Kod Provozovny: 11 Cislo pokladniho mista:623
Ucet c.:335321 Datum / cas:07.06.2017/12:57:05 Rezim zpracovani: bezny
BKP kod: 1AE8D85F-CD AE7B37-0BC99BE8-D6A0395B-3F0D50A8
FIK kod: 9af1baa8-2ed1-4703-bfba-53f73fcc3e82-06

\$20.71
CON

Thank You For Staying With Us!

book with us on
www.panoramahotelprague.com
and receive special deals

Please take a minute to complete our short questionnaire.
To access it, please scan the QR code with your mobile device.
We value your business and feedback. Thank you for your time.

Ms Sheila Mcleod

A számla kibocsátója: Duna Szálloda Zrt.
H - 1052 Budapest, Apáczai Csere János u. 4.
Adószám/Tax Id.: 10969777-2-41 HU 10969777
Bankszámlaszám/Bank Account for HUF:
Erste Bank 11600006-00000000-02006129
Devizaszámla/Bank Account for Currency:
Erste Bank 11600006-00000000-02005726
IBAN: HU36 1160 0006 0000 0000 0200 5726
SWIFT code: GIBAHUHB

Számlamásolat/Invoice Copy

Adószám MRW no. XXXXX
EU VAT ID

Számlaszám/Folio No.
Számla kelte/Invoice date 09-JUN-17
Teljesítés dátuma/Delivery date 09-JUN-17
Fizetési határidő/Payment Due Date 09-JUN-17

Szobaszám/Room No. Érkezés/Arrival 08-06-17 Utazás/Departure 09-JUN-17 Készítette/User ID 279

Dátum Date	Megnevezés-SZJ-ÁFA%-M.E. / Text Ár-Árfolyam / Rate-Exch.rate	Menny. Qty	Egységár Unit Price	Nettó Érték Net Value	ÁFA Érték VAT Value	Bruttó Érték Gross Value
08-06-17	Accommodation / Szállás 55.10 18%	1	42,731	42,731	7,692	50,423
08-06-17	City tax / Idegenforgalmi adó	1	1,629	1,629		1,629
09-06-17	Mastercard Not Present	1				-52,052

	Netto/Net	ÁFA/VAT	Brutto/Gross	Fizetendő/Total	52,052 HUF
ÁFA 27% / VAT 27%	0	0	0	Kiegyenlítés/Payment	52,052 HUF
ÁFA 25% / VAT 25%	0	0	0	Egyenleg/Balance	0 HUF
ÁFA 20% / VAT 20%	0	0	0		
ÁFA 18% / VAT 18%	42,731	7,692	50,423		
ÁFA 5% / VAT 5%	0	0	0		
ÁFA 0% / VAT 0%	0	0	0		
Nem áfás / NO VAT	0	0	0		
IFA / Tourism Tax	1,629	0	1,629		
Összesen / TOTAL	44,360	7,692	52,052		

A számla 1 példányban készült. / Invoice has 1 copy.
A számla közvetlen szolgáltatást tartalmazhat. / The invoice may contain subcontracted services.
Opera VS by Micros Fidelio Inc.

Tell a friend about Marriott Rewards, you'll both get 1,000 points when they stay -- up to five friends, five stays each.
That's up to 25,000 points for you. Refer Friends. Get Points! See details at MarriottRewards.com/Friend

\$262.68 CDN

DÜ-MA HUNGARY KFT.
Kövágó u. 8.
1108 Budapest

2017.06.09 08:08:29
000 000

VEVŐ BIZONYLATA

TAXI

Terminál: 4
Bizonylat: 4
C: 4444444444444444

DÜ-MA HUNGARY KFT.
Kövágó u. 8.
1108 Budapest

2017.06.09 08:08:29
---/0---NYLAT.

Terminál:
Bizonylat n.:
C: 4444444444444444
AID: A000000000
Kártya: MASTERCARD
App: MasterCard
VÁSÁRLÁS

AID: A000000000
Kártya: MASTERCARD
App: MasterCard
VÁSÁRLÁS

ÖSSZEG HUF: 9000

Engedély szám: 020828
(RC 001)
ELFOGADVA
MCLEOD SHEILA J.
Version: 02.21 DT:0/0

ÖSSZEG HUF: 9000

HUF

Engedély szám: 020828
(RC 001)

ELFOGADVA
MCLEOD SHEILA J.

945142
CDN

Version: 02.21 DT:0/0

TAXI - CASH

JOSEF NACHAJ
Josef Nachaj
Ušitéžná 221
Kutná Hora - Sedlec

Ev.č.:
RZ (SPZ): 2

Záznam o přepravě č.1740

Použité sazby

č.	Mě/km	Kč/hod	ujeté km
1	28,00	240,00	3,9

Nástupní sazba	20,00 Kč
Jízdné	117,00 Kč

CELKEM 137,00 Kč

Neplátce DPH

Začátek jízdy
06.06.2017 14:22 v

Konec jízdy
06.06.2017 14:33 v

Čas u čekání 2 min

Celkem km 3,9 km

Prům. rychlost 25 km/h

Řidič: Josef Nachaj

Podpis:

MOB. 777 239 909

Uytištěno: 06.06.2017 14:33
Taxametr NPT-4 oč. 2693-10
Paměť. modul č. 0216-14

7.88 CDN

TAXI - CASH

=====
Michael Semelka
Turšova 476
29126, Týr... nad Labem
IČO:

Ev.č. ...
Typ taxametr: TJM-04
Ugr.č. taxametr: 886
Ugr.č. modulu: 0000886
Řidič: Michael Semelka
r.nar.:

Stůrzenka 3054

Jízda:
Odkud: ...
Začátek: 05.06.17 15:43

Kam: ...
Konec: 05.06.17 15:49
Celkem km: 6.2 km

Použité sazby:

TAR	Kč/km	Kč/hod	km
1	28.0	360.0	6.2

Jednorázová sazba: 40.0 Kč
Jízdné: 175.0 Kč

Celkem: 219.0 Kč

Podpis: _____

12.60 CDN

XE Currency Converter: CZK to CAD



137 CZK = 7.88153

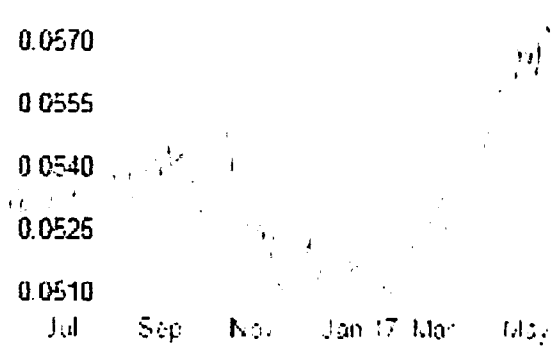
CAD

1 CZK = 0.0575294 CAD 1 CAD = 17.3824 CZK
Czech Koruna Canadian Dollar

Live mid-market rate 2017-06-12 16:50 UTC

CZK to CAD Chart

13 Jun 2016 04:00 UTC - 12 Jun 2017 16:50 UTC
CZK/CAD close:0.05753 low:0.05119 high:0.05781



Send Money with XE

Transfer money online with XE.

- No fees
- Free online quotes
- Competitive rates

XE Market Analysis

North American Edition

The dollar continued on a softer tack against most currencies, which saw the USD tip to a new seven-month low at 96.49. USD-JPY was the biggest mover, losing nearly 1% in making six-week lows under 109.50. The buck also posted a on week low versus ... [Read More](#) ▶

2017-06-06 12:20 UTC

Get a currency data API ▶

Need commercial grade rates for your business? The XE Currency Data API easily integrates with your system and has guaranteed data delivery.

- 160+ global sources
- Rates for every world currency
- Accuracy with proprietary rates
- Choose frequency of updates

XE Currency Converter: CZK to CAD



219 CZK = 12.5989

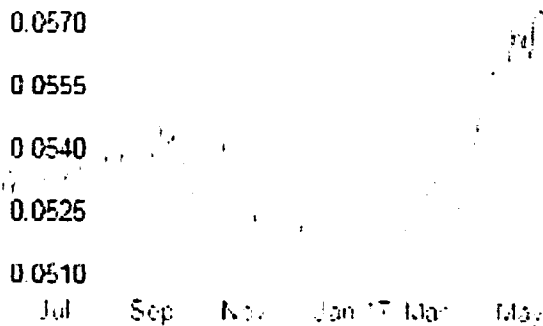
CAD

1 CZK = 0.0575294	--	1 CAD = 17.3824
Czech Koruna		Canadian Dollar

Live mid-market rate 2017-06-12 10:50 local time

CZK to CAD Chart

13 Jun 2016 04:00 UTC - 12 Jun 2017 16:50 UTC
CZK/CAD close:0.05753 low:0.05119 high:0.05781



Send Money with XE

Transfer money online with XE.

- No fees
- Free online quotes
- Competitive rates

XE Market Analysis

North American Edition

The dollar continued on a softer tack against most currencies, which saw the USD tip to a new seven-month low at 96.49. USD-JPY was the biggest mover, losing nearly 1% in making six-week lows under 109.50. The buck also posted a on week low versus ... [Read More](#) ▶

2017-06-06 12:20 UTC

Get a currency data API ▶

Need commercial grade rates for your business? The XE Currency Data API easily integrates with your system and has guaranteed data delivery.

- 160+ global sources
- Rates for every world currency
- Accuracy with proprietary rates
- Choose frequency of updates



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

Details of Trip | Please Print Date: June 12, 2017
 Employee's Name Sheila McLeod Vendor #: _____
 School / Department to mail cheque to Learning, Education Centre
 Purpose of Trip / Name of Conference Czech Republic/ Hungary student recruitment mission
 Departure and Return Dates June 3-9, 2017 Destination: Prague/Budapest
** pursuant to marketing agreement*

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE <small>Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)</small>	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)	2,716.15		2716.15		
• Rail/Bus					
• Taxi/Shuttle Bus/Car Rental in Calgary					
• Taxi/Shuttle Bus/Car Rental at Destination	65.82		45.42	20.40	
• Personal Vehicle <u>110 km @ 50¢/km</u> (submit on Km Payment Form to Payroll)	55.00		55.00		Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>262.68</u> @ <u>1</u> Nights	262.68		262.68		
Meals (including tips) (excluding meals covered by Conference or Others)					
• Breakfast _____ @ \$12.00					
• Lunch <u>1</u> @ \$17.00	17.00				
• Dinner <u>4</u> @ \$26.00	104.00			121.00	
• Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – In Calgary					
Parking – at Destination					
Other – Provide Details <u>laundry</u>	20.71		20.71		
TOTAL COST OF TRIP	3,241.36				
CASH ADVANCE IF ANY-Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT				141.40	
GST Breakout Area					

I certify that the above claim is correct:

_____ A:

h the P-Card, Amex Card, Invoices and
ll Out of Pocket Expenses.

ed to this

From: McLeod, Sheila M
Sent: July-12-17 3:25 PM
To: -
Subject: Fwd: Hotel in Ho Chi Minh City - 22 Jun 2017 (Itinerary #

Sent from my iPhone

Begin forwarded message:

From: Expedia.ca <Expedia@ca.expediamail.com>
Date: July 12, 2017 at 3:24:02 PM MDT
To: < _____ @cbe.ab.ca>
Subject: Hotel in Ho Chi Minh City - 22 Jun 2017 ()
Reply-To: <Expedia@ca.expediamail.com>

This Expedia Itinerary was sent from Sheila Jane McLeod. If you have access to this account, you can view the most up-to-date version.

Hotel in Ho Chi Minh City

22 Jun 2017 - 25 Jun 2017

See live updates to your itinerary, anywhere and anytime.

[See your itinerary](#)

Or get the free app:



Hotel overview



Grand Silverland Hotel & Spa

125-133 Ly Tu Trong Street, Ho Chi Minh City, 7000 Vietnam

[View hotel](#) [Map and directions](#)

Reservation dates

22 Jun 2017 - 25 Jun 2017

Itinerary #

Check-in and Check-out

Check-in time

2 PM

Check-out time

noon

Check-in policies

Check-in time starts at 2 PM

Check-in time ends at midnight

Your room/unit will be guaranteed for late arrival.

Special instructions

24-hour airport shuttle service is available on request. Contact the property in advance to make arrangements.

Room

Guests

Reserved for Sheila McLeod

1 adult

Room

Executive Room (Double Bed)

Included amenities

Free Parking, Free Wireless Internet, Breakfast Buffet

Room requests

1 king bed

Non-smoking room

Price summary

Price breakdown

Room price C\$378.15

3 nights: C\$109.13 /night

Taxes & fees : C\$50.76

Total C\$378.15

Collected by Expedia

Member's price: 40%

Prices shown after -C\$215.01 savings

Unless specified otherwise, rates are quoted in Canadian dollars.

Additional hotel fees

The below fees and deposits only apply if they are not included in your selected room rate.

The following fees and deposits are charged by the property at time of service, check-in, or check-out.

Fee for buffet breakfast: VND 456,000 for adults and VND 128,000 for children (approximately)

Airport shuttle fee: VND 684000 per vehicle (one way)

The above list may not be comprehensive. Fees and deposits may not include tax and are subject to change.

Rules and restrictions

Cancellations and changes

We understand that sometimes plans fall through. We do not charge a cancel or change fee. When the property charges such fees in accordance with its own policies, the cost will be passed on to you. Grand Silverland Hotel & Spa charges the following cancellation and change fees.

The room/unit type and rate selected are non-refundable. Should you change or cancel this reservation for any reason, your payment will not be refunded.

No refunds will be issued for late check-in or early check-out.

Stay extensions require a new reservation.

Mobile
 Bill Date: June 17, 2017
 SHEILA MCLEOD
 Mobile Ref.
 Global Learning

Account #
 Next Bill Date: July 17, 2017

CURRENT CHARGES for

Monthly charges billed to Jul 16, 2017

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Taxes		
GST		2.68

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00

Mobile
Bill Date: June 17, 2017
SHEILA MCLEOD
Mobile Ref.
Global Learning

Account #
Next Bill Date: July 17, 2017

CURRENT CHARGES *for*

(continued)

Total current charges

\$56.37

GUEST FOLIO

ARRIVAL DATE 2017-06-27

DEPARTURE DATE 2017-06-28

GUESTS SHEILA MCLEOD

RATE

ACCOUNT NO.

ROOM NO.

NO	DATE	DESCRIPTION	AMOUNT
	06/27	Room Charge	130,900
	06/28	PAID :	-130,900
		BALANCE DUE	0

\$152.79 CAD

APPROVED BY

COMPANY

ADDRESS

EXPEDIA

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

이 시류내역서의 지불에 관한 책임은 본인에게 있으며, 상기 또는 상기 금액의 일부라도 청산하지 않거나 승역에 대한 지불 책임이 위임되어진 경우, 모든 책임은 부속적 본인에게 있습니다.

SIGNATURE

nest hotel

Taxi Hotel To Hanoi Airport	₫400,000.00
	\$22.00
Unreported	Jun 26
Taxi To Cei Hanoi Office	₫70,000.00
	3,85
Unreported	Jun 25
Driver Tip Hanoi	₫100,000.00
	5,50
Unreported	Jun 25
Taxi hotel to airport	₫2,000,000.00
	110,03
Unreported	Jun 25
Taxi Seminar To Hotel	₫50,000.00
	2.76
Unreported	Jun 25
Taxi To Dinner	₫50,000.00
	2.76
Unreported	Jun 25
	\$ 152.40 CAD
	+ .20
	<u>152.60</u>
Taxi To Sunday Seminar	₫100,000.00
	5.50



HANO → AIRPORT TAXI
GROUP

Hotline: 1900.54.54.67

So Taxi: 4280; DT: 0438 57 57
57

Gio len 09:27 27/06/17
Gio xuong 09:55 27/06/17
Cu ly 25.48 Km
Tien DH 362.000 Vnd

Diem len:.....

Diem xuong:.....

DICH VU MOI

Taxi Group Airport-0438 51 51
51

-----TRAN TRONG CAM ON-----

CASH \$,20

汤城小厨银泰店

台: V1

订座: 13:05-16:30
订座日期: 12:10:52
订座人数: 9
订座桌号: 2

1	(合) 红烧乳猪/只	96.00
1	(合) 都味便仔饭/份	114.00
	* 大份	
1	(合) 萝卜牛腩汤/份	58.00
1	(合) 蒜香椒盐豉汁蒸排骨	35.00
1	(合) 蒜香椒盐豉汁蒸排骨	35.00
1	(合) 蒜香椒盐豉汁蒸排骨	35.00
1	平炒牛河/份	22.00
1	豉汁蒸排骨/份	42.00
	* 椒盐乳猪	
1	豉汁蒸排骨/只	34.00
1	豉汁蒸排骨/只	37.00
	* 例半	
1	柠檬水 (位) (例半)	16.00
1	柠檬水 (位)	16.00

13:05:41

757.00

757.00

请您... 在代送时...
请凭此单到收银台结账

免佣... 可开支票

RMB \$ 757.00
0.20 → CN \$ 151.40

(lunch for agents — 10 people)