



Expense Disclosure Summary

Name Irlanda Price **Position** AVP Student Development
Period Covered July - September, 2017

Please attach supporting documentation i.e.: Expense Disclosure Sheet and applicable receipts

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
August 17, 2017	Edmonton	Indigenizing the Academy	\$ 567.21	\$ 125.00	\$ -	\$ -	\$ -	\$ -	\$ 692.21
September 22, 2017	Medicine Hat	Internal Stakeholder Mental Health meeting	\$ -	\$ -	\$ -	\$ 33.50	\$ -	\$ -	\$ 33.50
			<u>\$ 567.21</u>	<u>\$ 125.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 692.21</u>

* Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage

This Expense Summary is true and complete to the best of my knowledge for the period indicated above.

Signature _____
 Original copy signed

Passenger Itinerary for PRICE, IRLANDA

Itinerary
www.integraair.com

Please print/retain this page for your records. Thank you for choosing Integra Air.



integraair
INTERNATIONAL INC.

Customer Care
Toll Free 1-877-213-8359
Local 403-381-UFLY (8359)

Booking Information - Booking Reference/Locator#: 622200
- Booked On: 08/02/2017 09:46

Passenger

Name: PRICE, IRLANDA
Phone #: 403 581 7684

Contact

Name: Medicine Hat College
Form of Payment: I PAK MEDICINE HAT COLLEGE

Flight Information

FLIGHT	FROM	TO	DEPART	ARRIVE	STATUS
601	Medicine Hat (YXH)	Edmonton (YEG)	08/17/2017 06:45	08:00	CONFIRMED
604	Edmonton (YEG)	Medicine Hat (YXH)	08/17/2017 18:05	19:20	CONFIRMED

Notes

Fare Summary

Fare	\$2.00
Taxes, Fees and Charges	
Nav Canada Surcharge	\$0.00
Security Fee	\$0.00
Other Charges	\$0.00
Subtotal	\$2.00
GST(100411966RG0001)	\$0.00
Total - CAD	\$2.00
Balance Due	\$0.00

Terms and Condition

General

1. Public domestic scheduled tariffs are available upon request or at www.integraair.com
2. Flights in a King Air 200 or a Jetstream 31 are operated by Bar XH Air Inc.
3. Scheduled flights have complimentary light snacks and beverages on each flight.

4. There are no washroom facilities on the King Air 200 and Jetstream 31 aircraft.

Fare Policies

1. Your reservation may be cancelled or changed up to 2 hours prior to flight time. Applicable change/cancellation fees of \$52.50 plus the difference in fares will apply. In the event of a cancellation, the fare will be placed into a credit file and is valid for one year from the date of cancellation.
2. Cancellations made on the same day of booking (within 24 hrs of original booking) are fully refundable to original form of payment.
3. Passengers cancelling within 2 hours of the flight time or not showing up for a flight will result in all fares, fees, and taxes being forfeited.
4. If cancelling an I Pak within 6 hours of the flight time this will result in the fare being forfeited.
5. Cancellations by the airline due to weather will result in the fare being placed in a credit file for future use valid for one year from the date of cancellation. Refunds will not be issued.

Photo ID and Check In Policies

1. Check in time for all scheduled flights is 45 minutes prior to the departure time.
2. Passengers arriving less than 15 minutes prior to the scheduled departure time will be denied boarding.
3. Photo ID is required for all passengers over 18 years of age.
4. Proof of age will be required for all infants.
5. Passport is required for transborder travel.

Dangerous Goods must not be carried in or as passengers or crew, checked or carry-on baggage, except as otherwise provided. Dangerous goods permitted in carry-on baggage are also permitted "on one's person", except where otherwise specified.

For more information:

Check **TRAVEL INFO** on our website at www.integraair.com or call toll-free at 1 877 213 8359.

Medicine Hat Boarding Location:

Medicine Hat Airport - Main Terminal
1-49 Viscount Ave SW

Directions:

The Medicine Hat Airport is located 3.7km southwest of the city.

Baggage Policy:

Each passenger is allowed 1 checked bag with a maximum weight of 30lbs. Maximum size for checked baggage is 9"x16"x20"

Each passenger is allowed 1 carry on bag with a maximum size of 13"x10"x10" and a maximum weight of 13lbs.

Excess baggage may be accepted based on aircraft weight and space availability. Excess baggage rates are \$2.50 per pound for an extra bag or above weight limits for one checked bag.

Edmonton Boarding Location: (If Traveling to Lethbridge)

Executive Flight Centre
3684 - 53 Ave East, Edmonton International Airport.

Directions:

From Highway #2 or the Queen Elizabeth Highway traveling south from Edmonton, take Exit 525 onto Highway 19 West and take the first left turn onto the Airport Service Road and travel 2.1 kilometers and turn right at the first set of lights on 53th Ave.

Paid Parking is available at a rate of \$12.08 per day

Edmonton Boarding Location: (If traveling to Medicine Hat)

Edmonton International Airport Main Terminal Bldg

1000 Airport Road
Nisku, Ab

Baggage Policy:

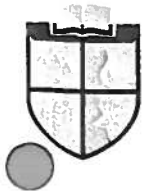
Each passenger is allowed 1 checked bag with a maximum weight of 30lbs. Maximum size for checked baggage is 9"x16"x20"

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Excess baggage may be accepted based on aircraft weight and space availability. Excess baggage rates are \$2.50 per pound for an extra bag or above weight limits for one checked bag.

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Print Make
 Another
 Booking



JOURNAL VOUCHER

G.L. CODE	AMOUNT		G.S.T.	DESCRIPTION
	DEBIT	CREDIT		
1- 76050- 9240	567.21		28-36	Integra Air
1- 00000- 1701		567.21	28-36	Return Flight

ROBINS SOUTHERN, MEDICINE HAT

EXPLANATION: _____

2 August 2017
 Date Prepared

 Prepared By

 Keypunched

 Approved By

NO JV

Indigenizing the Academy
Mtg. Edmonton
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

Indigenizing the Academy
Mtg. Edmonton
ALPHADUS BUSINESS RESOUR
16304 65 STREET
EDMONTON, AB. T5Y 3E4
780-200-0630

SALE

CARD *****
CARD TYPE VISA
DATE 2017/08/17
TIME 0733 16:17:31
INVOICE # 200908
RECEIPT NUMBER
C85033876-001-001-182-0

PURCHASE
AMOUNT \$49.00
TIP \$10.00
TOTAL

\$59.00

VISA CREDIT
A0000000031010
16822A3947301C6E
0280008000-E800
D3F80F18E13CA1AE
0280008000-F800

APPROVED

AUTH# 018473 01-027
THANK YOU

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YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070

REF#: 00000002
Batch #: 534
08/17/17 07:51:17
APPR CODE: 012963
Trace: 2
VISA Chip
*****0193 **/**

AMOUNT \$55.00
TIP \$11.00
TOTAL \$66.00

APPROVED

VISA CREDIT
AID: A0000000031010
TVR: 00 80 00 80 00
TSt: F8 00

THANK YOU / MERCI
CAPITALTAXI711

CUSTOMER COPY



Expense Disclosure Sheet

Name Irlanda Price **Date** September 22, 2017

Position AVP Student Development **Purpose** Internal Stakeholder Mental Health meeting **Destination** Medicine Hat

Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
22-Sep	Crave Pub	Meals	Lunch for 2	33.50		33.50
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
Total Receipts						33.50

[REDACTED]
DUPLICATE

CRAVE PUB
299 COLLEGE DR SE
MEDICINE HAT AB

DUPLICATE

CARD [REDACTED]
CARD TYPE VISA
DATE 2017/09/22
TIME 7035 13:03:05
RECEIPT NUMBER
C82005254-001-111-014-0

PURCHASE
AMOUNT \$31.50
TIP \$2.00
TOTAL

\$33.50

VISA CREDIT

[REDACTED]
92E8BDEE1448625F
0080008000-E800
83C07101A5F0F6A4
0080008000-F800

APPROVED

AUTH# 085750 01-027
THANK YOU

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