



Expense Disclosure Summary

Name Graham Kelly **Position** Board Chair
Period Covered April 1 - June 30, 2019

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 |
|------------------------------------|----------------------|-------------------------------|------------------|-----------------------|--------------------|------------------|-------------|-----------------|--------------------|
| May 3 - May 8, 2019 | Niagara Falls, ON | CICan Conference | \$ 549.31 | \$ 147.22 | \$ 951.38 | \$ 166.00 | \$ - | \$ 50.00 | \$ 1,863.91 |
| June 20-21, 2019 | Calgary, AB | Board Chair/Ministers Meeting | \$ - | \$ 317.15 | \$ 128.20 | \$ 44.00 | \$ - | \$ 10.00 | \$ 499.35 |
| | 0 | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 0 | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 0 | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | 0 | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | <u>\$ 549.31</u> | <u>\$ 464.37</u> | <u>\$ 1,079.58</u> | <u>\$ 210.00</u> | <u>\$ -</u> | <u>\$ 60.00</u> | <u>\$ 2,363.26</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 signed//*



Expense Disclosure Sheet

Name Graham Kelly **Date** May 3 - May 8, 2019
Position Board Chair **Purpose** CICan Conference **Destination** Niagara Falls, ON

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

| Date | Vendor | Expense Category (Select from drop down menu) | Description | Subtotal | GST | Total |
|-----------------------|-----------------|---|--|----------|-----|-----------------|
| May 3, 2019 | Air Canada | Airfare | Return Flight to Toronto - May 3 - May 8 | 549.31 | | 549.31 |
| May 8, 2019 | Travel Claim | Meals | Per Diem - May 3 - May 8, 2019 | 166.00 | | 166.00 |
| May 8, 2019 | Travel Claim | Incidentals | Overnight Incidentals | 50.00 | | 50.00 |
| May 8, 2019 | Travel Claim | Other Transportation | Parking at MH Airport | 41.00 | | 41.00 |
| May 8, 2019 | Mariott Hotel | Accommodation | Hotel - April 28 - May 2 | 951.38 | | 951.38 |
| May 8, 2019 | Niagara Air Bus | Other Transportation | Return Shuttle from Toronto to Niagara Falls | 106.22 | | 106.22 |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| Total Receipts | | | | | | 1,863.91 |



Expense Disclosure Sheet

Name Graham Kelly **Date** June 20-21, 2019

Position Board Chair **Purpose** Board Chair/Ministers Meeting **Destination** Calgary, AB

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

| Date | Vendor | Expense Category (Select from drop down menu) | Description | Subtotal | GST | Total |
|---------------|---------------------------|--|---|-----------------------|-----|--------|
| June 20, 2019 | International Hotel | Accommodation | Accommodation for night of June 20 | 128.20 | | 128.20 |
| June 20, 2019 | International Hotel | Other Transportation | Parking | 32.55 | | 32.55 |
| June 21, 2019 | Calgary Parking Authority | Other Transportation | Parking | 25.00 | | 25.00 |
| June 21, 2019 | Travel Claim | Other Transportation | Mileage from Medicine Hat to Calgary return | 259.60 | | 259.60 |
| June 21, 2019 | Travel Claim | Meals | Meals for June 20-21 | 44.00 | | 44.00 |
| June 21, 2019 | Travel Claim | Incidentals | Overnight incidental for June 20. | 10.00 | | 10.00 |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | Total Receipts | | 499.35 |



YOUR BOOKING IS CONFIRMED



Booking Reference : KHCVGZ

Travel booked/ticket issued on:18 March 2019

Passengers

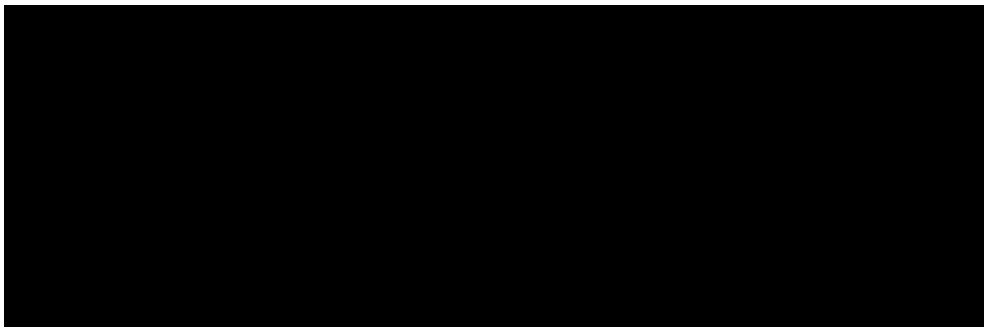
Mr. Graham Kelly



Seats

AC7994 -
AC146 -

AC145 -
AC7999 -



Depart

Economy - Standard

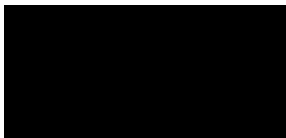
Friday
03 May, 2019

11:35
Medicine Hat
(YXH), Canada



12:34
Calgary
Calgary Int. (YYC), Canada

Purchase summary



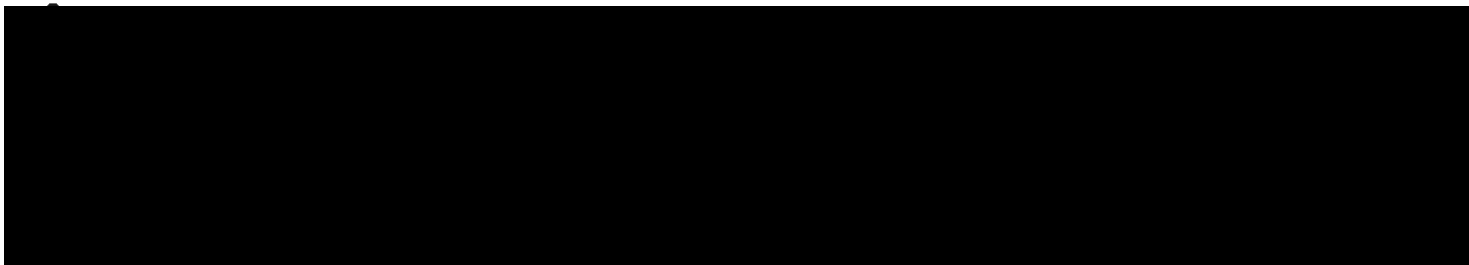
Air Transportation Charges

| | |
|---|--------|
| Base Fare - Departing Flight - Economy - Standard | 233.00 |
| Base Fare - Return Flight - Economy - Standard | 203.00 |
| Surcharges | 46.00 |

Taxes, fees and charges

| | |
|--|---------------|
| Goods and Services Tax - Canada <u>no.</u> 100092287 RT0001 | 24.81 |
| Harmonized Sales Tax - Canada (<u>GST/HST</u> #10009-2287 RT0001) | 3.25 |
| Air Travellers Security Charge - Canada | 14.25 |
| Airport Improvement Fee - Canada | 25.00 |
| Total before options (per passenger) | 549.31 |

Number of passengers



CANADA, U.S.: 1 (888) 247-2262



A STAR ALLIANCE MEMBER 

SECURITY RECEIPT
REÇU À TEINTE DE SÉCURITÉ



MEDICINE HAT
REGIONAL AIRPORT
PARKING RECEIPT

| | | |
|-------------------------------|----------------------------|-------------------|
| RECEIVED FROM REÇU DE | DATE 3 MAY 2019 | 818559 |
| ADDRESS ADDRESS | | |
| FOR POUR | | |
| FROM DU | 3 MAY 19 | TO AU 9 MAY 19 |
| | TAX REG. NO. N° DE TAXE | 121110896155 |
| | CASH COMPTE | \$ 41.00 |
| | CHEQUE CHÉQUE | \$ |
| | MONEY ORDER MANDAT | \$ |
| BY PAR | 6158 | |
| TOTAL AMOUNT MONTANT TOTAL | ACQ. AMT. COMPTE | |
| AMOUNT PAID MONTANT PAYÉ | | |
| BALANCE DUE SOLDE DU | | |

DOLLARS \$ 41.00

50CC3718



NIAGARA FALLSVIEW MARRIOTT

GUEST FOLIO

| | | | | | | |
|-------|------------------------|---------|----------|-------|-------|-------|
| 1514 | ZZ/KELLY/GRAHAM | 159.00 | 08/05/19 | 07:57 | 30261 | 19897 |
| ROOM | NAME | RATE | DEPART | TIME | ACCT# | GROUP |
| PSPA | 299 COLLEGE DR SE | | 03/05/19 | 22:35 | | |
| TYPE | MEDICINE HAT AB T1A3Y6 | | ARRIVE | TIME | | |
| 113 | | | | | | |
| ROOM | ADDRESS | PAYMENT | | | | MBV#: |
| CLERK | | | | | | |

| DATE | REFERENCES | CHARGES | CREDITS | BALANCES DUE |
|-------|-------------|---------|---------|--------------|
| 18/02 | ADVDP-VS | | 190.28 | |
| 30/04 | SETTLED TO: | | 761.10 | |
| 03/05 | ADVDP-VS | | | |
| 03/05 | SETTLED TO: | | | |
| 03/05 | 59NATGRP | 1030, 1 | 159.00 | |
| 03/05 | HST | 1030, 1 | 20.67 | A |
| 03/05 | LF | 1030, 1 | 9.38 | C |
| 03/05 | LFHST | 1030, 1 | 1.22 | O |
| 03/05 | PARK 40A | GS | 40.00 | |
| 03/05 | PARKHST | GS | 5.20 | D |
| 03/05 | LF PARKI | GS | 2.36 | L |
| 03/05 | HST ON L | GS | .31 | O |
| 04/05 | 59NATGRP | 1030, 1 | 159.00 | |
| 04/05 | HST | 1030, 1 | 20.67 | A |
| 04/05 | LF | 1030, 1 | 9.38 | C |
| 04/05 | LFHST | 1030, 1 | 1.22 | O |
| 05/05 | 59NATGRP | 1514, 1 | 159.00 | |
| 05/05 | HST | 1514, 1 | 20.67 | A |
| 05/05 | LF | 1514, 1 | 9.38 | C |
| 05/05 | LFHST | 1514, 1 | 1.22 | O |
| 06/05 | 59NATGRP | 1514, 1 | 159.00 | |
| 06/05 | HST | 1514, 1 | 20.67 | A |
| 06/05 | LF | 1514, 1 | 9.38 | C |
| 06/05 | LFHST | 1514, 1 | 1.22 | O |
| 07/05 | 59NATGRP | 1514, 1 | 159.00 | |
| 07/05 | HST | 1514, 1 | 20.67 | A |
| 07/05 | LF | 1514, 1 | 9.38 | C |
| 07/05 | LFHST | 1514, 1 | 1.22 | O |
| 08/05 | ADJ P9 | LC | | 40.00 AD |
| 08/05 | PARKHST | LC | | 5.20 AD |
| 08/05 | LF | LC | | 3.16 AD |
| 08/05 | HSTONLF | LC | | .41 AD |
| 08/05 | | | .93 | |
| | | | | .00 |

| | | | |
|----------------------------------|--------|--------------|--------|
| ===== HST 801621061 RT0001 ===== | | | |
| DESCRIPTION | | TAXED AMOUNT | TAX |
| TOTAL HST TAX (AM) | | | 103.35 |
| D HST | | .00 | .00 |
| O HST | | .00 | 6.41 |
| P HST | | .00 | -.41 |
| NET CHARGES | TAX | CREDITS | FOLIO |
| 841.10 | 109.35 | 950.45 | .00 |

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See <https://members.marriott.com> for more information



NIAGARA FALLSVIEW MARRIOTT
6740 FALLSVIEW BLVD
ONTARIO, CANADA L2G 3W6

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



Niagara Airbus Inc.
 8626 Lundy's Lane
 Niagara Falls, ON Canada
 L2H 1H4
 Phone: 905-374-8111

[Click Here to Edit Your Reservation](#)

Where's My Ride?
 Click here to track your ride.

Confirmation #1087174
 Mr. Graham Kelly
 Airport Shuttle Service - Internet Booking

Date Booked: Tue Apr 23, 2019 12:27
Reference #:



Toronto International Airport to Niagara Region



Flight: Air Canada#AC146 (Calgary) arrives at Terminal 1 on 03/May/19 19:20 (7:20 PM).
 Terminal 1 Please check in at Ground Transportation Desk – on Ground Transportation Level, Area R. To view our picture story on how to find the Ground Transportation Desk, [Click Here](#).
 Pickup: **Friday, May 3, 2019 between 20:35 and 20:55 (8:35 PM - 8:55 PM).**
 Travelling from: Toronto International Airport
 Arrive at: Niagara Falls Marriott Fallsview - 6740 Fallsview Boulevard, Niagara Falls, ON, L2G3W6

Niagara Region to Toronto International Airport



Pickup: **Wednesday, May 8, 2019 between 09:20 and 09:40 (9:20 AM - 9:40 AM).**
 Travelling from: Niagara Falls Marriott Fallsview - 6740 Fallsview Boulevard, Niagara Falls, ON, L2G3W6
 Arrive at: Toronto International Airport
 Flight: Air Canada#AC145 (Calgary) Terminal 1 on 08/May/19 13:30 (1:30 PM).

Fare Summary

| | |
|--------------------------|------------|
| 2 x Seniors - Round Trip | \$188.00 |
| HST (13%) | \$24.44 |
| Total (CDN) | \$212.44 |
| Payments Received | (\$212.44) |
| Net Due To Driver | \$0.00 |

Your savings: \$194.36

HST Registration #: 121581334RT0001

Terms & Conditions

CUSTOMER FLIGHT & SERVICE GUARANTEE

Graham Kelly

From: "Expedia.ca" <Expedia@ca.expediamail.com>

Date: June-15-19 10:23 AM

Subject: Expedia travel confirmation - 20 Jun - (Itinerary # 7444101358880)

 [Expedia.ca](#)

Thanks!

Your reservation is confirmed. No need to call to reconfirm.

International Hotel Calgary, Calgary

20 Jun. 2019 - 21 Jun. 2019

See live updates to your itinerary, anywhere and anytime.

[See your itinerary](#)

[Download to your Phone](#)

Hotel overview



International Hotel Calgary

220 4th Ave SW, Calgary, AB, T2P 0H5 Canada

[View hotel](#)

[Map and directions](#)

[Message hotel](#)

Reservation dates

15/06/2019

20 Jun. 2019 - 21 Jun. 2019

Itinerary #

7444101358880

Check-in and Check-out**Check-in time**

3 PM

Check-out time

11 AM

Check-in policies

Check-in time starts at 3 PM

Check-in time ends at midnight

Minimum check-in age is 21

Your room/unit will be guaranteed for late arrival.

Special instructions

Due to ongoing upgrades, use of the kitchen bar sink, dishwasher, washer, dryer and stove are restricted until further notice. For more details, please contact the property using the information on the reservation confirmation received after booking.

Room**Guests**

Reserved for Graham Kelly


Room

Premium Studio Suite, 1 King Bed

Included amenities

Free High-Speed Internet, Free Wireless Internet

Room requests

1 King Bed

Non-smoking room

[Message hotel](#)



Price summary

Price breakdown

Room price: C\$128.20

1 night: C\$112.56

Taxes & fees: C\$11.59

Property fee: C\$4.05

Total: C\$128.20

Collected by Expedia



Additional hotel fees

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

The price shown above DOES NOT include any applicable hotel service fees, charges for optional incidentals (such as minibar snacks or telephone calls), or regulatory surcharges. The hotel will assess these fees, charges, and surcharges upon check-out.

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. International Hotel Calgary charges the following cancellation and change fees.

Cancellations or changes made after 4:00p (Mountain Standard Time (US & Canada)) on 19 Jun 2019 or no-shows are subject to a property fee equal to 100% of the total amount paid for the reservation.



INTERNATIONAL HOTEL CALGARY

1 of 1
June 21, 2019

220 4th Avenue S.W. , Calgary, Alberta T2P 0H5 Canada
Telephone No. (403) 265-9600
Fax No. (403) 290-7879
GST 80248 0590 RT0001

Reservation Number 726726

Send to **Graham Kelly**

Guest Name Graham Kelly
Company Expedia~

Arrival Date
6/20/2019

Departure Date
6/21/2019

Room Information

0307 - Renovated Studio King

Bill To Kelly, Graham

Folio Number 967571

| Trans Date | Description | Voucher | Amount |
|-----------------------|-------------------------|---------|--------|
| Charges | | | |
| 6/20/2019 | Attached Parking Garage | - | 31.00 |
| 6/20/2019 | Goods & Services Tax | - | 1.55 |
| Total Charges | | | 32.55 |
| Payments | | | |
| 6/21/2019 | Payment - Visa | | -32.55 |
| Total Payments | | | -32.55 |
| Balance Due: | | | 0.00 |

GST Summary

Registration No. : GST 80248 0590 RT0001

Total GST **1.55**

I agree to remain personally liable for the payment of this account if the corporation or other third party fails to pay part or all of these charges

Guest Signature: _____

MEDICINE HAT COLLEGE TRAVEL CLAIM

CLAIMANT

Name: Graham Kelly
 Address:

MEETING/CONFERENCE

Name: Board Chair/Ministers Meeting
 Location: Calgary, AB



DAYS INVOLVED (1.06)

Departure date Jun 20 2019 2:30PM
 Return date Jun 21 2019 4:00PM

EXPENSES

| Meals | Days | Rate | Total |
|------------------------|------|--------------------|-----------|
| Breakfast | 0 | @ \$10.00 | = \$0.00 |
| Lunch | 0 | @ \$12.00 | = \$0.00 |
| Dinner | 0 | @ \$22.00 | = \$0.00 |
| Full Per diem | 1 | @ \$44.00 | = \$44.00 |
| Overnight incidental | 1 | @ \$10.00 | = \$10.00 |
| Hospitality Allowance | 0 | @ \$20.00 | = \$0.00 |
| Conference Cost | | | \$0.00 |
| Hotel (attach invoice) | | | \$128.20 |
| Miscellaneous | | Parking at Hotel | \$32.55 |
| | | Parking at Meeting | \$25.00 |
| | | | \$0.00 |

FOR OFFICE USE ONLY

| Amount | GST |
|--------|-----|
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TRANSPORTATION

| | | |
|----------------------------------|--|----------|
| Own Car | 590 KM @ 0.44/KM | \$259.60 |
| College Car | (Attach gas receipts) | \$0.00 |
| Rental Car | (Attach invoice & gas receipts) | \$0.00 |
| Air Fare | (Attach Air Line Tickets or Invoice) | \$0.00 |
| Taxi, buses, parking, road tolls | (Less than \$10 receipt is not required) | \$0.00 |

CND \$499.35
 USD \$0.00 *\$1.00/CND

TOTAL EXPENSE \$499.35
Less - Advance (if applicable) -\$0.00
NET CLAIM DUE (Repayable) 499.35

INVOICE TOTAL

FOR OFFICE USE ONLY

VENDOR NUMBER

CONTROL
03 - 17554

| GL CODE | AMOUNT | GST | TOTAL |
|---------|--------|-----|-------|
| | | | |
| | | | |
| | | | |
| | | | |
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CALGARY PARKING AUTHORITY (403) 537-7000

Plate: TUJ896
Zone: Main Parkade Zone 9028

Valid through:

FRIDAY
21 JUN 19
6:00 PM

Pay for your parking online: www.parkplus.ca

START TIME: 6/21/2019 8:43 AM
AMOUNT PAID: \$25.00 (GST Incl.)
c 450003*2969
Auth No: 020521
Trn No: bfac5534d605333a
Terminal: 858
Receipt No: 15261
