



### Public Disclosure of Travel and Expenses

**Name** Donna Tingley  
**Position** Board Member  
**Month** April 2015

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt
Travel	Hotel Rooms	04/15/2015	\$ 199.35	Accommodation, Energy Regulatory Forum in Calgary	No 1
Travel	Travel Fares	04/22/2015	\$ 626.05	Airfare, round trip Edmonton - Lethbridge, Lethbridge board tour	No 2

Scroll down to view the receipts.



## Holiday Inn Express Calgary NW - University Area, Calgary

6 May 2015 - 7 May 2015 | Itinerary # 115137907843

**Holiday Inn Express Calgary NW - University Area** CONFIRMED  
 Wed 6/May/2015 - Thu 7/May/2015 , 1 room| 1 night Confirmation #

We have confirmed your hotel reservation with the property.



2373 Banff Trail NW, Calgary, AB, T2M4L2 Canada

Tel: 1 (587) 3906100, Fax: 1 (587) 3906111

**Check-in**

- Check-in time starts at 4 PM
- Minimum check-in age is 18
- Your room will be guaranteed for late arrival.

**Important Hotel Information**

Although Travelocity does not charge a fee to change or cancel your booking, **Holiday Inn Express Calgary NW - University Area** may still charge a fee in accordance with its own rules & regulations.

- Cancellations or changes made after 6:00 PM (Mountain Daylight Time (US & Canada)) on 05 May, 2015 or no-shows are subject to a hotel fee equal to 100% of the total amount paid for the reservation.
- View your online itinerary for additional rules and restrictions.

For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

**Room**                      **Room, 2 Queen Beds, Non Smoking**  
 Includes: Free Wireless Internet Breakfast Buffet

Confirmation #:

Reserved for              Donna Tingley

Requests                      2 queen beds, non-smoking room

**Price Summary**

**Total**                                      **C\$199.35**  
 Collected by Travelocity

<b>Room Price</b>	<b>C\$199.35</b>
<b>1 night</b>	C\$180.00
Taxes & Fees	C\$19.35

All prices quoted in CAD.

**Additional Hotel Services**

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.

- Rollaway bed fee: CAD 15.00 per night

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



Integra Air  
152 Kenyon Drive  
Lethbridge Alberta  
T1K 7N3  
Phone: (403) 381-8359  
Toll Free: (877) 213-8359

## PASSENGER ITINERARY

Booked on: Apr 22 2015

Online Reference  
Number:

Origin	Destination	Depart	Arrive
YEG	YQL	06/10/2015 08:20 MST	06/10/2015 09:35 MST
YQL	YEG	06/10/2015 16:30 MST	06/10/2015 17:45 MST

### Fees

### Fares

NavCanada	24.00	Depart	249.00
Landing Fees	0.00	Return	249.00
Security Fee	14.24	Total Fares	498.00
AIF	60.00	Subtotal	596.24
Fuel Surcharge	0.00	GST	29.81
Discounts	0.00		

**Total 626.05**

Passenger	Confirm. #	Phone #	Email Address
TINGLEY, DONNA		780-437-5374	donna.tingley@nrbc.ca

## Rules and Other Information

### IMPORTANT!! PLEASE SEE THE REMARKS AND SPECIAL INSTRUCTIONS SECTION FOR DIRECTIONS TO OUR BOARDING LOCATION

- 1.) Integra Air flights may be cancelled or changed up to 2 hours prior to flight time. Applicable change/cancellation fees will apply. If changes or cancellations are made less than 2 hrs prior to flight all monies may be forfeit.
- 2.) Changes are subject to a \$50.00+tax fee and a difference in fare if applicable.
- 3.) Cancellations made on the same day of booking (within 24 hrs of original booking) are fully refundable to original form of payment.
- 4.) Cancellations made after the day of booking are subject to a \$50.00+tax fee applicable to fare type and the remaining will be placed into a credit file which is valid for 1 year after creation.
- 5.) To cancel a flight after hours please call 403 634 9093.
- 6.) Passengers not showing up for a flight will result in all fares, fees, and taxes being forfeited.

#### Photo ID and Checking In

- 7.) Check in time is 45 minutes prior to departure.
- 8.) Passengers arriving less than 15 minutes prior to scheduled departure time will be denied boarding.
- 9.) Photo ID is required for all passengers over 18 years of age. Proof of age will be required for all infants.

#### Rules of Carriage

- 10.) Public domestic scheduled tariffs are available upon request or at [www.integraair.com](http://www.integraair.com)
- 11.) Integra Air allows 1 pc of checked baggage with a maximum weight of 50lbs. Maximum size for checked baggage is 9"x16"x20" as well as one pc of carry on baggage 13"x10"x10"
- 12.) Excess baggage may be accepted based on aircraft weight and space availability. Excess Baggage rates are \$2.50 per pound.

#### Extra Information

- 13.) Integra Air can arrange a car rental for you. Please contact our reservation centre at 877 213 8359 for details.
- 14.) Integra Air offers complimentary light snacks and beverages on each flight.
- 15.) Integra Air also offers free parking at the east end of the Lethbridge Aiport long term parking lot. All stalls are clearly marked. If the Integra Air parking stalls are full, paid parking is available at passenger expense.

#### IMPORTANT INFORMATION:

Executive Flight Centre located at