



Public Disclosure of Travel and Expenses

Name Donna Tingley
Position Board Member
Month March 2013

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt
Travel	Hotel Rooms	03/07/2013	\$ 119.90	Accommodation, in Red Deer for Western Cdn Dairy Seminar	No 1
Travel	Incidentals	03/07/2013	\$ 7.35	Personal allowance, Western Cdn Dairy seminar in Red Deer	N/A
Travel	Employee Auto	03/07/2013	\$ 151.50	Mileage, round trip Edmonton - Red Deer, Western Cdn Dairy seminar	N/A
Travel	Meals	03/11/2013	\$ 11.60	Lunch allowance, AOPA board review in Drumheller	N/A
Travel	Hotel Rooms	03/12/2013	\$ 150.17	Accommodation, in Drumheller for AOPA board review	No 2
Travel	Incidentals	03/12/2013	\$ 7.35	Personal allowance, AOPA board review in Drumheller	N/A
Travel	Employee Auto	03/12/2013	\$ 322.19	Mileage, round trip Edmonton - Drumheller for AOPA board review	N/A
Travel	Travel Fares	03/26/2013	\$ 398.21	Airfare, Canadian Bar Association Summit in Yellowknife	No 3

Scroll down to view the receipts.

Canadian
Western Dairy Seminar
Red Deer
Mar 6-7, 2013



Guest Folio

2929 - 50 Avenue
Red Deer, AB T4R 1H1

Phone: 403-343-6666
Fax: 403-340-8970

Black Knight Inn

www.blackknightinn.ca
frontoffice@blackknightinn.ca

Print Date 3/7/2013
Print Time 7:37:27AM

Reservation 53937 - 0

Guest Donna Tingley

From	to	Nights	Adults	Desc	Children	Desc
3/6/2013	3/7/2013	1	1		0	

Room	Date	Reference and Description	Amount with tax
	3/6/2013	Non smoking, two queen beds	110.00 119.90
	3/7/2013	191107 **** MasterCard	-119.90
		Tourism Levy	4.40
		GST	5.50
		Balance	\$0.00

BLACK KNIGHT INN
2929 50 AVENUE
RED DEER AB

CARD *****
CARD TYPE MASTERCARD
DATE 2013/03/07
TIME 2209 07:37:36
CLERK ID
RECEIPT NUMBER
C30636720-001-053-002-0

PRE-AUTH COMPLETION
TOTAL

\$119.90

MasterCard
A0000000041010

APPROVED

AUTH# 191107 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

**RAMADA DRUMHELLER**680 2ND STREET EAST
DRUMHELLER AB TOJ 0Y0 CA

Phone: 403-823-2028

Fax: 403-823-2029

Email: gm@ramadadrumheller.com

Printed: 3/14/2013 8:39:27 AM

Folio (Detailed)

Name: TINGLEY, DONNA

Confirmation Number: 68314394

Account Number: 010-073815

Address:

Room:	Room Type:	NQQ1, 2 QUEENS NSMK	Nights:	1	Guests:	1/0
Rate Plan:	SGS	Daily Rate:	\$139.99 + \$10.18 Tax	GTD:	MC - MASTER CARD	
Arrival:	3/11/2013 (Mon)	Departure:	3/12/2013 (Tue)		XXXX XXXX XXXX	

Room Rate:

3/11/2013 (Mon) - 3/11/2013 (Mon) \$139.99 + \$10.18 Tax per night.

Date	Code	Description	Amount	Balance
3/11/2013	RM	ROOM CHARGE	\$139.99	\$139.99
3/11/2013	TAX2	TOURISM LEVY	\$5.60	\$145.59
3/11/2013	TAX3	DMF	\$4.20	\$149.79
3/11/2013	DTX1	GST ON DMF	\$0.21	\$150.00
3/11/2013	DTX2	HOTEL TAX ON DMF	\$0.17	\$150.17
3/12/2013	MC	MASTER CARD XXXX XXXX XXXX	(\$150.17)	\$0.00

Summary

Room	Tax	F&B	Other	CC	Cash	DB
\$139.99	\$10.18	\$0.00	\$0.00	(\$150.17)	\$0.00	\$0.00

By signing below, I agree to these terms and conditions.

Guest Signature:

(1) Regardless of charge instructions, the undersigned acknowledges the above as personal indebtedness. (2) This property is privately owned and management reserves the right to refuse services to any one, and will not be responsible for injury or accidents to guests or loss of money, jewelry or any personal valuables of any kind.

"We or our affiliates may contact you about goods and services unless you call 888-946-4283 or write to Opt/Privacy, Wyndham Hotel Group, LLC, 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our website about privacy."

Donna Tingley

From: Donna Tingley
Sent: Tuesday, March 26, 2013 3:50 PM
To: Donna Tingley
Subject: FW: Air Canada - 19-Jun: Edmonton - Yellowknife (booking ref:) - seat selected

Date: Tue, 26 Mar 2013 21:47:04 +0000
 From: confirmation@aircanada.ca
 To:
 Subject: Air Canada - 19-Jun: Edmonton - Yellowknife (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.

Hotels in Yellowknife

Why book your hotel stay at aircanada.com?

From (per night)	From (per night)	From (per night)
<u>\$169</u> CAD	<u>\$153</u> CAD	<u>\$143</u> CAD
		
<u>The Yellowknife Inn:</u>	<u>Days Inn And Suites Yellowknife:</u>	<u>Discovery Inn:</u>
★★★★	★★★	★★★★★

- **Lowest price** guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com

Hotels provided by WWTMS.

Access your travel planner

Find weather reports, guidebooks, maps, information on travel gear and much more to help you plan your trip.

Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Yellowknife? Great rates and additional

Booking Information

Booking Reference: <input type="text"/>	Customer Care
Electronic Ticketing confirmed. This is your official itinerary/receipt. Main Contact: Ms Donna Tingley Work: 1-780-6443793	Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533
Online Services	
<ul style="list-style-type: none"> • Manage my booking online (view/change my booking; select seats*). • 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
AC8225 ¹	Edmonton, Edmonton Int'l (YEG) Wed 19-Jun 2013 20:55	Yellowknife (YZF) Wed 19-Jun 2013 23:02	0	2hr07	DH4	Tango, E	
AC8224 ¹	Yellowknife (YZF) Fri 21-Jun 2013 15:50	Calgary (YYC) Fri 21-Jun 2013 18:14	0	4hr30	DH4	Tango, A	AVIS F
AC8225 ¹	Calgary (YYC) Fri 21-Jun 2013 19:30	Edmonton, Edmonton Int'l (YEG) Fri 21-Jun 2013 20:20	0		DH4	Tango, A	

F: Food for purchase onboard All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Ms Donna Tingley : Adult (16+), Ticket Number: <input type="text"/>			
Air Canada - Aeroplan :		Meal Preference :	None
Payment Card:	xxxx-xxxx-xxxx	Special Needs:	None
Seat Selection:	AC8225 <u>Paid</u> , AC8224 <u>Paid</u> , AC8225 <u>Paid</u>		

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Tango	135.00
Return Flight - Tango	129.00
Surcharges	36.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	16.96
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	356.21
Options	
Departing Flight - Tango	
Advance Seat Selection	20.00
Return Flight - Tango	

★ Advance Seat Selection	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.00
Total airfare, taxes and options (per passenger)	398.21
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$398.21

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx - Amount paid: **\$398.21**
 The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$356.21 (Airfare - per ticket)
- Air Canada: \$42.00 (Advance Seat Selection - per ticket)

Ticket number(s):

Fare Rules

Departing Flight Edmonton (YEG) To Yellowknife (YZF) - **Tango**

Return Flight Yellowknife (YZF) To Edmonton (YEG) - **Tango**

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
 - **Same-day standby** is not permitted.
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (not qualifying for Altitude Status) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the [Travel documentation](#) page for important information on identification required for travel.

Baggage Policy

[Carry-on baggage](#) | [Checked baggage](#)

[Check-in and boarding times](#)



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