



Expense Report

July 1 - September 30, 2019

Elan Harper

Board Member effective August 15, 2019

1) Travel

Travel Type	Description	Date	Amount	Notes
Board Orientation St. Albert, AB	hotel accommodation	September 10-11, 2019	124.79	
	meals (1 breakfast)		9.20	<i>receipts not req'd for per diems or allowances</i>
	mileage		308.05	<i>receipts not req'd for per diems or allowances</i>
			442.04	
Board Meeting St. Albert, AB	airfare	September 25-26, 2019	376.16	
	hotel accommodation		124.79	
	taxi		94.76	
			595.71	
Total Travel Expenses			\$ 1,037.75	

2) Conferences

Conference Name	Description	Date	Amount	Notes
None			-	

3) Professional Membership Fees

Expense Description	Date	Amount	Notes
None		-	

Total Expenses for the period

\$ 1,037.75

The Inn at St.Albert
460 St Albert Trail
St Albert, AB T8N 5J9

Fax: (780)470-0038
Email: frontdesk@bestwesternstalbert.com



Phone: (780)470-3800

Web: bestwesternstalbert.com

Guest Charges

Folio #:	154339	Guest : Harper, Elan	Conf #:	134242
Room #:	410		CRS #:	
Payment Method :	Credit Card	Company : ALBERTA GAMING AND LIQUOR COMM		
Rate :	(Daily) \$119.99		Arrival:	9/11/2019
	9/11/2019 \$119.99		Departure:	9/12/2019
Next Payment Due:				9/11/2019
Estimated Next Payment Amount:				\$0.00

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
9/11/2019	Room Charge	Auto Posted		410	\$119.99		\$119.99
9/11/2019	Tourism Levy	Auto Posted		410	\$4.80		\$124.79
9/12/2019	Mastercard			410		\$124.79	\$0.00
Balance							\$0.00

Tax Summary	
Tourism Levy	\$4.80

Additional Estimated Charges (Room, Tax, Other) through 9/10/2019 \$0.00

Credit Card Payment

Payment Type:	Credit Card	Amount Paid:	\$0.00
Account:		Approval Code:	
Account Holder:		Approval Amount:	(\$124.79)

GST# 84067 3925 RT 0003

All payments must be made to Best Western Plus The Inn at St. Albert. This hotel is proudly managed by Mouallem Management Group: Box 363, Slave Lake, AB T0G2A0

I agree that my liability for all charges is not waived.

Guest Signature _____



eTicket Receipt

Prepared For
HARPER/KAREN E MRS

RESERVATION CODE	GTWGHL
ISSUE DATE	03Sep19
TICKET NUMBER	8382151051211
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
25Sep19	WESTJET WS 3395 Operated by: WESTJET ENCORE	CALGARY INTL AB, CANADA Time 07:00	EDMONTON INTL AB, CANADA Time 07:53	Cabin ECONOMY Seat Number 04A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis LAQF4ELW Not Valid Before 25SEP19 Not Valid After 25SEP19
26Sep19	WESTJET WS 3140 Operated by: WESTJET ENCORE	EDMONTON INTL AB, CANADA Time 18:00	CALGARY INTL AB, CANADA Time 18:57	Cabin ECONOMY Seat Number 05A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis LAQF4ELW Not Valid Before 26SEP19 Not Valid After 26SEP19

Allowances

Baggage Allowance

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS

/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER

INTERNET,ETC

Carry On Allowances

YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET)

Carry On Charges

YYC to YEG , YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX
Fare Calculation Line	YYC WS YEA121.00WS YYC121.00CAD242.00END
Fare	CAD 242.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 14.01 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST))
Total Fare	CAD 357.26

Other Charges

SEAT ASSIGNMENT # 8381504503212 (YYC-YEG / QTY 1, YEG-YYC / QTY 1)	CAD 18.00
Taxes	CAD 0.90
Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX
Total	CAD 18.90
Total Fare and Other Charges	CAD 376.16

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see <https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of

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Guest Charges

Folio #: 155219 **Guest : Harper, Elan** Conf #: 135110
 Room #: 210 CRS #: BW 392412794-01
 Payment Method : Credit Card Company : ALBERTA GAMING AND LIQUOR COMM
 Rate : (Daily) \$119.99 Arrival: 9/25/2019
 9/25/2019 \$119.99 Departure: 9/26/2019

Next Payment Due: 9/26/2019
 Estimated Next Payment Amount: \$0.00

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
9/25/2019	Room Charge	Auto Posted		210	\$119.99		\$119.99
9/25/2019	Tourism Levy	Auto Posted		210	\$4.80		\$124.79
9/26/2019	Mastercard			210		\$124.79	\$0.00
Balance							\$0.00

Tax Summary	
Tourism Levy	\$4.80

Additional Estimated Charges (Room, Tax, Other) through 9/25/2019 \$0.00

Credit Card Payment

Payment Type: Credit Card Amount Paid: \$124.79
 Account: Approval Code: _061490_
 Account Holder: Approval Amount: (\$124.79)

GST# 84067 3925 RT 0003

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I agree that my liability for all charges is not waived.

Guest Signature _____

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD



CARD TYPE VISA

DATE 2019/09/26

TIME 16:16:48:55

INVOICE # 999994

RECEIPT NUMBER

085028916-001-001-493-0

PURCHASE

AMOUNT \$82.40

TIP \$12.36

TOTAL

\$94.76

VISA CREDIT

000000031010