



Choices Albertans can trust.

## Expense Report

October 1, 2016 - December 31, 2016

**Gael MacLeod**  
Board Member

### 1) Travel

Travel Type	Description	Date	Amount	Notes
Committee/Board Meetings St. Albert, Alberta	airfare	October 18 - 20, 2016	\$ 380.36	
	accommodations		283.38	
	meals (dinner)		20.75	<i>receipts not req'd for per diems or allowances</i>
	rental car		109.96	
	incidental allowance		14.70	<i>receipts not req'd for per diems or allowances</i>
			<u>809.15</u>	
Committee/Board Meetings St. Albert, Alberta	airfare	November 28 - 30, 2016	397.16	
	accommodations		283.38	
	meals (dinner)		20.75	<i>receipts not req'd for per diems or allowances</i>
	taxi		26.70	
	rental car		107.56	
	incidental allowance		14.70	<i>receipts not req'd for per diems or allowances</i>
			<u>850.25</u>	
Board Hearings, Calgary, Alberta	parking	November 24, 2016	8.40	
			<u>8.40</u>	
Total Travel Expenses			<u><u>\$ 1,667.80</u></u>	

### 2) Conferences

Conference Name	Expense Description	Date	Amount	Notes
Alberta Liquor Store Association & GameSense Symposium Edmonton, Alberta	airfare	October 3 - 5, 2016	\$ 495.86	
	accommodations		312.12	
	meals (1 breakfast, 3 dinner)		71.45	<i>receipts not req'd for per diems or allowances</i>
	incidental allowance		14.70	<i>receipts not req'd for per diems or allowances</i>
			<u>894.13</u>	
Total Conference Expenses			<u><u>\$ 894.13</u></u>	



Choices Albertans can trust.

## Expense Report

October 1, 2016 - December 31, 2016

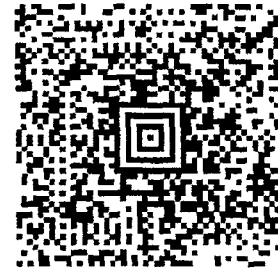
**Gael MacLeod**  
Board Member

### 3) Professional Membership Fees

Expense Description	Date	Amount	Notes
None		-	
		-	
<b>Total Expenses for the period</b>		<b><u>\$ 2,561.93</u></b>	

AIR CANADA

YOUR BOOKING IS CONFIRMED



Booking Reference : Q6CFGM

Travel booked/ticket issued on: 09 October 2016

## Passengers



**Ms. Gael Macleod**

**Depart**

Travel Options

Seats

YQ

none

AC8433

7D

Ticket Number

0142168349390

**Return**

YQ

none

AC8153

5D

Aeroplan




**Depart**



Tuesday  
18 Oct, 2016

20:40  
**Calgary**  
Calgary Intl. (YYC), Canada

21:30  
**Edmonton**  
Edmonton Intl. (YEG), Canada


 **0 hr 50**  
AC8433 Operated by Air Canada Express - Jazz |  
Flex, W

 Return

Thursday  
20 Oct, 2016


18:00  
**Edmonton**  
Edmonton Intl. (YEG), Canada

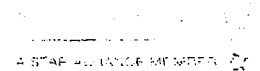
18:56  
**Calgary**  
Calgary Intl. (YYC), Canada

 **0 hr 56**  
AC8153 Operated by Air Canada Express - Jazz  
Flex, G

## Purchase summary

Credit/Debit Card		<b>1 Adult</b>
Amount paid: \$380.36		288.00
Full details can be found in your attached Itinerary/Receipt		92.36
Tax information	<b>GRAND TOTAL</b>	<b>\$380<sup>36</sup></b>
<b>1 Adult</b>	Canadian dollars	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001): \$18.11		

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

 A STAR ALLIANCE MEMBER



# Best Western Plus The Inn at St. Albert

www.bestwesternstalbert.com

460 St Albert Trail

St Albert, AB T8N 5J9

Telephone: (780)470-3800 Fax: (780)470-0038

Oct 20, 2016  
2:21 am

Each Best Western® branded hotel is independently owned and operated.

Gael Macleod

Folio #: 96266

Room Number: 417

Rate: \$129.99

Pay Method: V

Arrival Date: Tuesday, October 18, 2016

Departure Date: Thursday, October 20, 2016

Best Western Rewards Member #:

Best Western Rewards Tier

Information: CREDIT\_CARD\_HOLD CREDIT CAR

Date	Department	Reference	Voucher	Room	Debit	Credit
10/18/2016	Room postings	Auto Posted		417	\$129.99	
10/18/2016	Room GST	Auto Posted		417	\$6.50	
10/18/2016	Tourism Levy	Auto Posted		417	\$5.20	
10/19/2016	Room postings	Auto Posted		417	\$129.99	
10/19/2016	Room GST	Auto Posted		417	\$6.50	
10/19/2016	Tourism Levy	Auto Posted		417	\$5.20	
10/20/2016	Visa	Express check ou		417		\$283.38

Thank you for being our guest.

GST# 84067 3925 RT 0003

I agree that my liability for all charges is not waived

Tax Summary	
Room GST	\$13.00
Tourism Lev	\$10.40

Balance:

Signature \_\_\_\_\_

RECEIPT

Rental Agreement Number:  
Vehicle Number: 33456393

YOUR INFORMATION

MACLEOD, GAEL  
WIZARD NUMBER:  
AVIS DISC  
AIR CANADA(M7/M9 B9/  
PAYMENT METHOD:

YOUR RENTAL

Picked up: YEG  
Date/Time: OCT 18, 2016@10:30PM  
Returned: YEG  
Date/Time: OCT 20, 2016@03:04PM  
Veh Group: Compact  
Veh Charged: Subcompact  
Vehicle: VOLKSWAGEN BEETLE  
Odometer Out: 13648  
Odometer In: 13782  
Fuel Reading: Full

YOUR VEHICLE CHARGES

2 DY@ 34.00 68.00  
YOUR TIME AND MILEAGE: 68.00

YOUR TAXABLE FEES

GST TAX 4.75  
\*\*15.61% FEE 11.55  
FTP SRS 0.75DY\* 1.50  
CUST FAC CHARGE 5.50/DY 11.00  
ENERGY RECOVERY 0.98/DY 1.96  
VEH LIC FEE 2.50

YOUR SUBTOTAL  
TAXABLE SUBTOT 96.51  
PST 000% 00

YOUR NON TAXABLE ITEMS

TOTAL CHARGES 101.26  
NET CHARGES CAD 101.26  
YOUR TOTAL DUE: 0.00

PAID ON VISA  
\*\*CONCESSION RECOVERY FEE  
\*FTP SUR \$ 5.25 MAX  
FF MLS/PNTS EARNED

THANK YOU FOR RENTING WITH AVIS

GST NO R100361989

For inquiries or e-receipt visit  
WWW.AVIS.COM

or call 780-890-7596X228

411 Airport Road  
Edmonton AB T9E0U5

ESSO EXPRESS PAY

ROCKY MOUNTAIN ESSO  
00303481  
411 AIRPORT ROAD  
EDMONTON INTERNATIONAL  
URN:R870098507  
10/20/2016 514164259  
02:57:50 PM

PUMPH 10  
EREG 9.075L  
PRICE/L \$0.959  
FUEL TOTAL \$ 8.70

GST in fuel \$ 0.41  
CREDIT \$ 8.70

TYPE: PURCHASE  
ACCOUNT: VISA \$0.70  
AUTH: 097960-F INVOICE: TPN2098  
CARD NUMBER:  
VERIFIED BY PIN  
A- VISA  
9- 8000000031010

Of Approved - Thank You 627

LOYALTY: NO  
IMPORTANT - retain this copy for your records

Thank You

\$ 101.26  
8.70  
-----  
\$ 109.96

# Booking Confirmation



Booking Reference: LVGUYM

Date of Issue: Nov 24, 2016

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the important information and conditions of sale that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

## ✈️ - Depart

				Economy Flex
Monday 29 Nov 2016	18:15 <b>Calgary</b> Calgary Int'l (YYC), AB	18:05 <b>Edmonton</b> Edmonton Int'l (YEG), AB	AC8162	0hr50 Operated by: Air Canada Express - Jazz   <b>Calgary</b> Flex: V

## ✈️ - Return

				Economy Flex
Wednesday 02 Nov 2016	18:55 <b>Edmonton</b> Edmonton Int'l (YEG), AB	17:47 <b>Calgary</b> Calgary Int'l (YYC), AB	AC8169	0hr50 Operated by: Air Canada Express - Jazz   <b>Calgary</b> Flex: S

## 👤 Passengers

Passenger Name	Ticket Number	Travel Options	Seats
Ms. Gael Macleod	0143170228766	None	AC8162 7D AC8169 7A
	Air Canada - Aeroplan	None	



## Purchase summary

<b>Credit/Debit Card</b>		1adult
Amount paid \$397.16		
<b>Tax information</b>		
1adult		
Goods and Services Tax - Canada no. 100092287 RT0001	Base Fare	280.00
\$18.91	Surcharges	24.00
	Goods and Services Tax - Canada no. 100092287 RT0001	18.91
	Air Travellers Security Charge	14.25
	Airport Improvement Fee - Canada	60.00
	Total airfare and taxes before options (per passenger)	\$397 <sup>16</sup>
	Number of passengers	X 1
	Total	\$397 <sup>16</sup>
	<b>GRAND TOTAL (Canadian dollars)</b>	<b>\$397<sup>16</sup></b>



## Check-in and boarding gate deadlines

Within Canada

**90**

minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**

minutes

### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**

minutes

### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes





# Best Western Plus The Inn at St. Albert

www.bestwesternstalbert.com

460 St Albert Trail

St Albert, AB T8N 5J9

Telephone: (780)470-3800 Fax: (780)470-0038

Nov 30, 2016

2:28 am

Each Best Western® branded hotel is independently owned and operated.

Gael Macleod

Folio #: 98444

Room Number: 413

Rate: \$129.99

Pay Method:

Arrival Date: Monday, November 28, 2016

Departure Date: Wednesday, November 30, 2016

Best Western Rewards Member #:

Best Western Rewards Tier:

Information: CREDIT\_CARD\_HOLD CREDIT CAR

Date	Department	Reference	Voucher	Room	Debit	Credit
11/28/2016	Room postings	Auto Posted		413	\$129.99	
11/28/2016	Room GST	Auto Posted		413	\$6.50	
11/28/2016	Tourism Levy	Auto Posted		413	\$5.20	
11/29/2016	Room postings	Auto Posted		413	\$129.99	
11/29/2016	Room GST	Auto Posted		413	\$6.50	
11/29/2016	Tourism Levy	Auto Posted		413	\$5.20	
11/30/2016	Visa	Express check out		413		\$283.38

Thank you for being our guest.

GST# 84067 3925 RT 0003

I agree that my liability for all charges is not waived

Tax Summary	
Room GST	\$13.00
Tourism Lev	\$10.40

Balance:

Signature \_\_\_\_\_

ASSOCIATED CAB  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#168

**RECEIPT**

Rental Agreement Number:  
Vehicle Number: 33392601

**SALE**

MID: 4189233  
TID: YQ189233 REF#: 0000004  
Batch #: 057 SEQ: 057001001004  
11/30/16 18:33:13  
CVC: Y  
APPR CODE: 093597  
VISA  
\*\*\*\*\*9822C

Car rental \$98.82  
8.74  
\$107.56

**YOUR INFORMATION**

MACLEOD, GAEL  
WIZARD NUMBER:  
AVIS DISC:  
AIR CANADA(M7/M9 R9/  
PAYMENT METHOD:

**YOUR RENTAL**

Picked up: YEG  
Date/Time: NOV 28, 2016@04:13PM  
Returned: YEG  
Date/Time: NOV 30, 2016@03:04PM  
Veh Group: Compact  
Veh Charged: Subcompact  
Vehicle: HYUNDAI ACCENT SEDAN  
Odometer Out: 53451  
Odometer In: 53573  
Fuel Reading: Full

AMOUNT \$21.70  
TIP \$5.00  
TOTAL *Taxi* \$26.70

00 - APPROVED - 001

VISA  
AD: ,  
TVR: 00 80 00 80 00  
TSE: F8 00

Thank You

CUSTOMER COPY

**YOUR VEHICLE CHARGES**

2 DY@ 33 00 66.00  
YOUR TIME AND MILEAGE: 66.00

**YOUR TAXABLE FEES**

GST TAX 4.63  
\*\*15.61% FEE 11.23  
FTP SR\$ 0.75DY\* 1.50  
CUST FAC CHARGE 5.50/DY 11.00  
ENERGY RECOVERY 0.98/DY 1.96  
VEH LIC FEE 2.50

YOUR SUBTOTAL  
TAXABLE SUBTOT 94.19  
PST .000% .00

**YOUR NON TAXABLE ITEMS**

TOTAL CHARGES 98.82  
NET CHARGES CAD 98.82  
YOUR TOTAL DUE: 0.00

PAID ON VISA  
\*\*CONCESSION RECOVERY FEE  
\*FTP SUR \$ 5.25 MAX  
FF MLS/PNTS EARNED

411 Airport Road  
Edmonton AB T9E0U5

**ESSO EXPRESS PAY**

ROCKY MOUNTAIN ESSO  
00303401  
411 AIRPORT ROAD  
EDMONTON INTERNATIONAL  
URN:R879098507  
11/30/2016 514184733  
02:58:50 PM

PUMP# 9  
EREG 10.059L  
PRICE/L \$8.869  
FUEL TOTAL \$ 8.74

GST in fuel \$ 8.42  
CREDIT \$ 8.74

TYPE: PURCHASE  
ACCOUNT: VISA \$8.74  
AUTH: 027834-F INVOICE: TPNCLCRA  
CARD NUMBER:  
VERIFIED BY PIN  
A- VISA  
0- R0800000321010

01 Approved - Thank You 027  
LOYALTY: NO  
IMPORTANT - retain this copy for your records

Thank You

PARKING RECEIPT

**DISPLAY TICKET ON DASH**

\*Expiration Date/Time\*

**04:21 PM**

**NOV 24, 2016**

Purchase Date/Time: 08:21am Nov 24, 2016  
Total Parking: \$8.00  
Total FEDERAL: \$0.40  
Total Due: \$8.40  
Total Paid: \$8.40  
Ticket #: 00640471  
N #: 30001039067  
Setting: Lot 269  
Truck Name: Lot 269 - 4

Rate: Hourly  
Payment Type: Card  
Auth #: 072864

GST REG #R102466000

**RECEIPT**

Expiration Date/Time\*: 04:21pm Nov 24, 2016  
Purchase Date/Time: 08:21am Nov 24, 2016  
Total Parking: \$8.00  
Total FEDERAL: \$0.40  
Total Due: \$8.40  
Total Paid: \$8.40  
Ticket #: 00640471  
Setting: Lot 269  
Truck Name: Lot 269 - 4

Rate: Hourly  
Payment Type: Card  
Auth #: 072864

THANK YOU FOR RENTING WITH AVIS

GST NO R100361989

For inquiries or e-receipt visit  
WWW.AVIS.COM

or call 780-890-7596X228

**From:** External Gael MacLeod  
**Sent:** December-13-16 9:58 PM  
**To:**  
**Subject:** FW: Air Canada - 03-Oct: Calgary - Edmonton (booking ref: M3XCD5)

It appears that I attached it as an email ...normally I would have a PDF of the ticket but for some reason all I can find is this email. It has the dates and the amount on it so I am hopeful it will be sufficient.  
gael

**From:** Air Canada [mailto:confirmation@aircanada.ca]  
**Sent:** October 2, 2016 9:13 AM  
**To:**  
**Subject:** Air Canada - 03-Oct: Calgary - Edmonton (booking ref: M3XCD5)

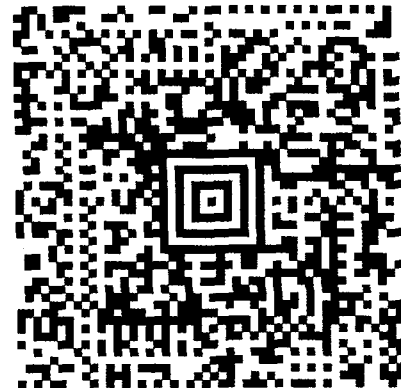
\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

AIR CANADA 

## 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



Opens in  
New Window

Access your personalized Air Canada travel information

[View your planner >](#)

## Booking Information

**Booking Reference:** M3XCD5

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Customer Care**  
Air Canada  
1-888-247-2262  
Flight Arrivals and Departures  
1-888-422-7533

**Main Contact:**  
Ms Gael Grace Macleod

### Online Services

- **Manage my booking online** (view/change my booking; select seats\*).
- Select Seats
- Maple Leaf Lounge | Meal Vouchers | On My Way
- **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
AC8140 <sup>1</sup>	<b>Calgary (YYC)</b> Mon 03-Oct 2016 13:05	<b>Edmonton, Edmonton Int'l (YEG)</b> Mon 03-Oct 2016 13:59	0	0hr54	DH3	Flex , V	
AC8137 <sup>1</sup>	<b>Edmonton, Edmonton Int'l (YEG)</b> Thu 06-Oct 2016 09:30	<b>Calgary (YYC)</b> Thu 06-Oct 2016 10:22	0	0hr52	DH4	Flex , U	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

### Passenger Information

**1: Ms Gael Grace Macleod : Adult (16+), Ticket Number: 0142168054096**

Air Canada -  
Aeroplan :

Meal  
Preference :

**None**

Payment Card:

Special  
Needs:

None

Seat Selection: **None**

## Purchase Summary

### Fare Summary

Passenger Type	<u>Adult</u>
<b>Air Transportation Charges</b>	
Departing Flight - Flex	<b>152.00</b>
Return Flight - Flex	<b>222.00</b>
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	60.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	23.61
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	<b>495.86</b>
Number of passengers	x 1
Total with options	<b>495.86</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$495.86</b>

### Payment Information

**Credit/Debit Card** - Amount paid: **\$495.86**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

- Air Canada: \$495.86 (Air Transp. Charges - per ticket)

Ticket number(s): 0142168054096

## Fare Rules

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - Flex

**Return Flight** Edmonton (YEG) To Calgary (YYC) - Flex

- **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.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day

flights only.

- **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- 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.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will provide a full refund without penalty when you cancel a **new ticket** (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

## Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide Opens in New Window .

### Carry-on Baggage Opens in New Window

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details Opens in New Window.

### Checked Baggage Opens in New Window

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight : Calgary (YYC) To Edmonton (YEG) - Flex**

**Return Flight : Edmonton (YEG) To Calgary (YYC) - Flex**

Regular Baggage Allowance

**1st bag:  
Complimentary**

**2nd bag:  
\$35.00 CAD**  
+ taxes\* per direction

625 MACLEOD/GAEL/MS 139.00 10/06/16 08:19 5051  
 Room Name Rate Depart Time ACCT#  
 GQA ALBERTA GAMING & LIQ 10/03/16 14:13  
 type Arrive Time  
 39 50 CORRIVEAU AVENUE  
 ST. ALBERT AB T8N3T5 RWD#:  
 Room Clerk Address Payment

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
10/03	ROOM	625, 1	139.00	
10/03	DMF	625, 1	4.17	
10/03	GST	625, 1	7.16	
10/03	TRSM LEV	625, 1	5.73	
10/04	ROOM	625, 1	139.00	
10/04	DMF	625, 1	4.17	
10/04	GST	625, 1	7.16	
10/04	TRSM LEV	625, 1	5.73	

312.12 paid by AGLC

PAYMENT RECEIVED BY: VISA

.00

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:  
 MELISSA.SCOTT@AGLC.CA  
 SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

