

FEB 13 2014

The Banff Centre
inspiring creativity

Expense Claims Forms

Date: February 10, 2014

EMPLOYEE# VP-0009 NAME Maciab Enterprises (Bruce Bentley) Position _____ DEPT Board of Governors

FIRST _____ MIDDLE _____ LAST _____

Mailing Address _____

Itinerary and Purpose of Travel: Banff Centre Foundati on meeting in Calgary (January 29-30, 2014)

Please leave the colored cells for Financial Services

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-Activity Code	Activity Location	Description	NET Amount	GST Amount	Total Amount
1	1/30/2014	Accommodation	3185	2100	890030	800				Hotel Germain, Calgary	\$ 302.00	13.85	\$ 302.00
2	1/30/2014	Meals	3106	2100	890030	800				Hotel Germain, Calgary	\$ 5.00		\$ 5.00
3	1/29/2014	Travel-BOG	3102	2100	890030	800				Associated Cab	\$ 45.00		\$ 45.00
4	1/30/2014	Travel-BOG	3102	2100	890030	800				Checker Yellow cab	\$ 10.00		\$ 10.00
5	1/30/2014	Travel-BOG	3182	2100	890030	800				Associated Cab	\$ 45.00		\$ 45.00
6	1/17/2014	Travel-BOG	3102	2100	890030	800				Wards the Travel Company Ltd. - Air Canada	\$ 284.68	11.56	\$ 284.68
7	1/8/2014	Travel-BOG	3102	2100	890030	800				Wards the Travel Company Ltd. - Air Canada	\$ 208.03	7.91	\$ 208.03
8				2100									\$ -
9				2100									\$ -
10				2100									\$ -
11				2100									\$ -
12				2100									\$ -
13				2100									\$ -
14				2100									\$ -
15				2100									\$ -
16				2100									\$ -
17				2100									\$ -
18				2100									\$ -
19				2100									\$ -
20				2100									\$ -
21				2100									\$ -
22				2100									\$ -
23				2100									\$ -
24				2100									\$ -
25				2100									\$ -
26				2100									\$ -
27				2100									\$ -
28				2100									\$ -
29				2100									\$ -
30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
Total Expenses : A											\$ 899.71	\$ 33.32	\$ 899.71

GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-Activity Code	Activity Location	NET Amount	GST	Total Amount
3101	2100	Travel						-	-	-
3102	2100	Travel-BOG						582.71	14.47	582.71
3105	2100	Accommodation						302.00	13.85	302.00
3106	2100	Meals						5.00	-	5.00
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						-	-	-
6132	2100	Travel Advance						-	-	-
Total								899.71	33.32	899.71

Travel Advance (positive)	\$ 899.71	\$	
	A-B	\$	899.71

Feb 10/14
Date

Feb 12/14
Date

Return to Requestor	Leanne Carignan
Department	Executive Office
Cost Centre Code	890030
Prepared By	Leanne Carignan

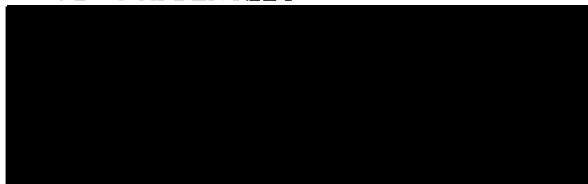
ENTERED FEB 19 2014



Company **BANFF CENTRE**

DATE: 01-30-14
TIME: 09:40
ROOM: 1007
ARRIVAL: 01-29-14
DEPARTURE: 01-30-14
CONF. NO.: 2635393
PAGE: 1 of 1

Mr BRUCE BENTLEY



DATE	DESCRIPTION	REFERENCE	CHARGES	CREDITS
01-29-14	Room Charge		269.00	
01-29-14	DMF - Destination Marketing Fe		8.07	
01-29-14	Alberta Tourism Tax		11.08	
01-29-14	GST		13.85	
01-30-14	Breakfast Charge ✓	Room# 1007 : CHECK# 5633	5.00	
01-30-14				307.00
TOTAL			307.00	307.00
BALANCE			0.00	CAD

DMF 8.07
 GST: 848120796 13.85
 ATT 11.08

Like you, we know it's the little things that mean a lot. So, if you enjoyed your stay with us, please visit www.tripadvisor.com and share your Germain experience.

ASSOCIATED CAB ALTA LTD
307 - 41 AVE NE (403) 299-1111
INSIST ON THE PROFESSIONALS

3

DATE: 2014/01/29
PICK-UP TIME: 19:28
DROP-OFF TIME: 19:42
TRIP ID: 0
LOCATION: 073000-45024103707
CAR NUMBER: 0581
DRIVER: 956307-45024103707
AUTH: PAY OK

FARE (\$): 45.00
EXTRA (\$): 0.00
SUBTTL (\$): 45.00

TIP (\$): _____

TOTAL (\$): _____

FOR ONLINE TAXI BOOKINGS VISIT
OUR WEBSITE@WWW.ASSOCIATEDCAB.CA

CUSTOMER'S COPY

Driver # _____ Car # _____
To: Continental
From: Refurbain
Date: Jan 30/14 Amount: \$10.00
GST# _____

H

Thank You for choosing

ASSOCIATED CAB

for all your transportation needs.

Visit our counter at the
Calgary International Airport
international arrival door.

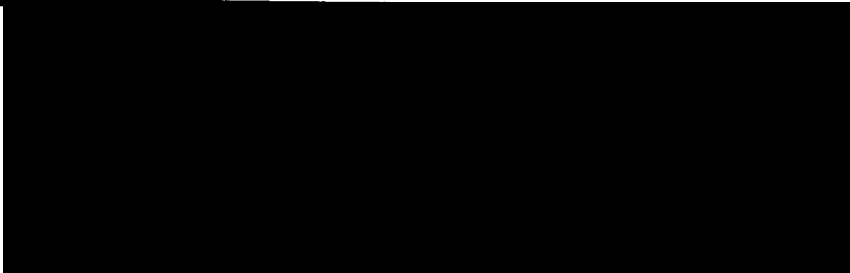


Driver: [Signature] Date: 30-1-14
Car #: 1365 Amount: 10.00
GST Included #: 403-615-6966

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Sue Broderick

From:
Sent:
To:
Subject:
Attachments:



6

WARDS THE TRAVEL COMPANY LTD
10117 157 STREET
EDMONTON AB T5P 2T9
TELEPHONE: (780) 483-2573 FAX: (780) 483-2601
EMAIL: DENNIS AT WARDSTRAVEL.COM
GST: 10558 5822 RP001



DATE : 17 JAN 2014
COUNSELLOR : JUDY
LOCATOR : QZMLLG
CLIENT NBR : 97
INVOICE : 99039

FOR: BENTLEY/DAVID BRUCE MR

FROM TO CARRIER FLT/CL DATE DEP ARR S
EDMONTON/INTL CALGARY AIR CANADA 8155 Q 29 JAN 14 500P 553P
OK
AIRCRAFT DH3 NONSTOP FLYING TIME :53
SEAT 2D
OPERATED BY AIR CANADA EXPRESS
FREQUENT FLYER - AC 155267149
AIRLINE LOCATOR -AC -KXDWUI

SERVICE CHARGE	CAD	42.00		
AIR TRANSPORTATION	CAD	199.00		
TAX GST	CAD	11.56		
AIRPORT IMPROVEMENT FEE	CAD	25.00		
TAX OTHER	CAD	7.12		
		TTL	CAD	242.68
		SUB TOTAL	CAD	284.68
		CREDIT CARD PAYMENT	CAD	284.68
		AMOUNT DUE	CAD	0.00



Maclab Enterprises



INVOICE

DATE: February 3, 2014

TO: Pauline Martin
PO Box 1020
107 Tunnel Mtn. Rd.
Banff, AB T1L 1H5

RE: TRAVEL EXPENSES – BRUCE BENTLEY – January 2014

• Hotel Le Germain – Jan 29/14	\$307.00
• Associated Cab Jan 29/14 airport to hotel	\$ 45.00
• Checker Yellow Cab Jan 30/15	\$ 10.00
• Associated Cab Jan 30/15 hotel to airport	\$ 45.00
<u>Total Payable to Bruce Bentley</u>	<u>\$407.00</u>
• Air Canada Flight to Calgary Jan 29/14	\$284.68
• Air Canada Flight to Edmonton Jan 30/14	\$208.03
<u>Total Payable to Maclab Enterprises</u>	<u>\$492.71</u>

(copies of receipts attached)