



The Banff Centre
inspiring creativity

Expense Claims Forms

Date: March 31, 2014

NAME **Jeff Melanson**
President

Position **President** (DINERS)

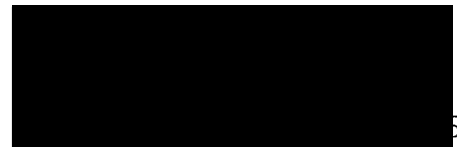
Itinerary and Purpose of Travel : Ottawa for meeting with Federal Minister (Apr. 3), Edmonton for Budget Announcement (Mar.6), Edmonton for business meetings (Mar. 31), Edmonton for PLLI announcement (Apr. 15), Toronto for business meetings (Apr.14, 15, 23), Halifax for Development (May 15, 16)

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Description	NET Amount	GST Amount	Total Amount
1	03/03/2014	Travel	3101	2100	890900	800	Flight, Ottawa to Edmonton	\$ 762.89		\$ 762.89
2	03/03/2014	Travel	3101	2100	890900	800	Flight change, to Calgary to Ottawa	\$ 278.25		\$ 278.25
3	03/04/2014	Travel	3101	2100	890900	800	Cancel flight, Ottawa to Edmonton	\$ (728.99)		\$ (728.99)
4	03/04/2014	Travel	3101	2100	890900	800	Flight change, to Calgary to Ottawa	\$ 194.40		\$ 194.40
5	03/04/2014	Travel	3101	2100	890900	800	Flight, Calgary to Edmonton	\$ 234.12	\$ 11.71	\$ 245.83
6	03/04/2014	Travel	3101	2100	890900	800	Flight, Calgary to Edmonton return - President	\$ 443.25	\$ 22.16	\$ 465.41
7	03/04/2014	Travel	3101	2100	270900	690	Flight, Calgary to Edmonton return - VP, Arts	\$ 443.25	\$ 22.16	\$ 465.41
8	03/12/2014	Travel	3101	2100	890900	800	Flight refund (Missing receipt)	\$ (43.71)		\$ (43.71)
9	03/18/2014	Travel	3101	2100	890900	800	Flight change, to Toronto to Edmonton	\$ 198.99	\$ 3.75	\$ 202.74
10	03/18/2014	Travel	3101	2100	890900	800	Flight, Edmonton to Calgary	\$ 119.12	\$ 5.96	\$ 125.08
11	03/18/2014	Travel	3101	2100	890900	800	Flight change, to Calgary to Toronto	\$ 70.46	\$ 6.50	\$ 76.96
12	03/18/2014	Travel	3101	2100	890900	800	Flight change fee, Toronto to Calgary	\$ 56.50		\$ 56.50
13	03/19/2014	Travel	3101	2100	890900	800	Flight fare difference, Calgary to Toronto	\$ 95.32		\$ 95.32
14	03/20/2014	Travel	3101	2100	890900	800	Flight change, to Ottawa to Halifax	\$ 185.66		\$ 185.66
Total Expenses : A								\$ 2,309.51	\$ 72.24	2,381.75

Summary by Expense Type

GL	Fund	Expense Type	Cost Centre	Activity Type	NET Amount	GST	Total Amount
3101	2100	Travel			2,309.51	72.24	2,381.75
3102	2100	Travel-BOG			-	-	-
3105	2100	Accommodation			-	-	-
3106	2100	Meals			-	-	-
3610	2100	Hosting			-	-	-
3611	2100	Hosting-Alcohol			-	-	-
3107	2100	Incidentals			-	-	-
Total					2,309.51	72.24	2,381.75

Travel Advance (positive)	B 6132-2100	\$	-
	A-B	\$	2,381.75



1-Apr-14
Date



Return to Requestor	Shelley McAulay
Department	President's Office
Cost Centre Code	
Prepared By	Julie Harvey



Date
3 / 2014
Date



Expense Claims Forms

Date: March 31, 2014

1 Melanson
Position: President

Itinerary:

Not for meeting with Federal Minister (Apr 3), Edmonton for Budget Announcements (Mar 8), Edmonton for business meetings (Mar 31), Edmonton announcement (Apr 15), Toronto for business meetings (Apr 14, 15, 23), Halifax for Department (May 15, 16)

Regist. No.	Date	Fund	Activity Type	NET Amount	GST	Total Amount
1	03/03/2014	2100	800	762.89		762.89
2	03/03/2014	2100	800	276.26		276.26
3	03/04/2014	2100	800	728.99		728.99
4	03/04/2014	2100	800	194.40		194.40
5	03/04/2014	2100	800	234.12	11.71	245.83
6	03/04/2014	2100	800	443.25	22.16	465.41
7	03/04/2014	2100	800	443.25	22.16	465.41
8	03/12/2014	2100	800	188.99	3.75	192.74
9	03/12/2014	2100	800	119.12	5.96	125.08
10	03/12/2014	2100	800	70.48	8.50	78.98
11	03/12/2014	2100	800	59.50		59.50
12	03/12/2014	2100	800	86.32		86.32
13	03/12/2014	2100	800	188.99		188.99
14	03/20/2014	2100	800	2,309.51	72.24	2,381.75

Total Expenses: A \$ 2,309.51 \$ 72.24 \$ 2,381.75

Activity Type	NET Amount	GST	Total Amount
2100	2,309.51	72.24	2,381.75
Total	2,309.51	72.24	2,381.75

Travel Advance (positive) \$ 132,318.00

Financial Services \$ 2,381.75

Return to Receipts Department
Cost Centre
Prepared by

Client's Office

Prepared by

Date



Itinerary confirmation

Thank you for choosing WestJet. You can find details about your booking below.

Your reservation code is: **NRYOJC**

Guest details

Mr Jeffrey Melanson	Flight	Ottawa (YOW)-Edmonton (YEG)
		WestJet FF
		Ticket number 8382196514314
		Seat YOW-YEG 12C

Air itinerary details

Ottawa (YOW) Wed Mar 5 2014, 5:00 PM Boeing 737-700	Edmonton (YEG) Wed Mar 5 2014, 9:09 PM	WS 443 WestJet	Fare type: Flex 1 Stop(s)
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Pricing breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
Adult	\$592.00	\$23.00	\$113.99	\$728.99	x 1	\$728.99 CAD

YOW-YEG: Flex fare type benefits

One complimentary checked bag *

Fully refundable if cancelled within 24 hours of booking **

Advance seat selection - \$5-53.10*

\$50-59 itinerary change fee + applicable fare difference

\$50-59 name change fee

\$50-59 cancellation fee, balance credited toward future WestJet flight purchases-

* Not applicable on flights operated by our airline partners

** Excluding flights departing within 24 hours of booking

- Non-refundable to original form of payment

Total airfare: **\$728.99 CAD**

Seats

Exit row seat	WS 0443 YOW-YEG Seat 12C MR Jeffrey Melanson	\$30.00 CAD + \$3.90 CAD tax
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Total seats: **\$33.90 CAD**

Earn WestJet dollars. Pay when you pick up your car. Book now.

Reserve now and pay when you pick up your vehicle.

All displayed quotes include taxes and fees. Click on the arrows to see other options.

<https://booking.westjet.com/InternetBooking/ConfirmationForward.do>

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Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LF5KR5

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC124	Calgary (YYC)	Ottawa (YOW)	E90	V	Confirmed
	Tue 04-Mar 2014 18:00	Tue 04-Mar 2014 23:59			
Seat number(s) requested: 19D					
AC261	Toronto Pearson (YYZ)	Winnipeg (YWG)	E90	S	Confirmed
	Sun 16-Mar 2014 10:00 - TERMINAL T1	Sun 16-Mar 2014 11:46			
Seat number(s) requested: 19C					
AC8337	Winnipeg (YWG)	Calgary (YYC)	CRA	T	Confirmed
<i>Operated by:</i>	Mon 17-Mar 2014	Mon 17-Mar 2014			
<i>Air Canada Express-Jazz</i>	13:55	15:05			
Seat number(s) requested: 13C					

Passenger Information

		Passenger 1	
Name:	Mr Jeffrey Melanson	Ticket number:	014 2131 711527
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	XXXXXXXXXX

Purchase Summary

Passenger: 1 Ticket number 014 2131 711527

Date of issue	03-Mar 2014
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	860.00
Taxes, Fees & Charges	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	7.70
Combined Taxes *see fare calculation below (XT)	PD
Total Fare in Canadian dollars:	<u>161.70A</u>
Options	
Seat selection fee in Canadian dollars	35.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.75
Seat selection fee in Canadian dollars	35.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.75
Change fee in Canadian dollars	75.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	3.75
Seat selection fee in Canadian dollars	36.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.80
Ticket particularities: AC ONLY/NON-REF/CHGE FEE	

***Fare calculation:**

04MAR14YYC AC YOW Q23.00R388.00/-YTO AC YWG Q43.00R214.00AC
YYC Q18.00R174.00CAD860.00 END ROE1.00 PD14.25CA38.76XG3.25RC
80.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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

Important Information & Conditions

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Harvey, Julie

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines
<noreply@itinerary.westjet.com>
Sent: Tuesday, March 04, 2014 9:56 AM
To: Harvey, Julie
Subject: Reservation Cancellation



WestJet
22 Aerial Place N.E.
Calgary
Canada
Tel: 1-888-9378538

This is an automated system message, please do not respond directly to it. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Cancel confirmation

Your reservation code is: **NRYOJC**

Main contact: **Melanson, Jeffrey Mr**
Email: Jeff_melanson@banffcentre.ca
Home phone: **4037626139**

Cancellation details

The selected itinerary has been cancelled.

Guest

Mr Jeffrey Melanson (Cancelled)

Flight: Ottawa (YOW) - Edmonton (YEG). Flex
For more information on your refund, please visit our [service fees](#) page.
Exit row seat: 12C
To cancel please call WESTJET: 1-888-937-8538.

Total

Refunded to

728.99 CAD

Contact information

For inquiries regarding your reservation, please contact WestJet at 1-888-937-8538 (1-888-WESTJET)
Open 24 hours a day, 7 days a week.
Calling outside Canada and the U.S.?

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

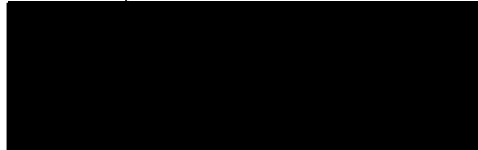
Main Contact Information

Booking reference: LF5KR5

Name: Mr Jeffrey Melanson

E-mail

Form of payment:



Customer Care

Air Canada Reservations

1-888-247-2262

Air Canada Flight Information

1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC261	Toronto Pearson (YYZ)	Winnipeg (YWG)	E90	G	Confirmed
	Sun 16-Mar 2014 10:00 - TERMINAL T1	Sun 16-Mar 2014 11:46			
Seat number(s) requested: 19C					
AC8337	Winnipeg (YWG)	Calgary (YYC)	CRA	G	Confirmed
<i>Operated by:</i>	Mon 17-Mar 2014	Mon 17-Mar 2014			
<i>Air Canada Express-Jazz</i>	13:55	15:05			
Seat number(s) requested: 21C					
AC118	Calgary (YYC)	Ottawa (YOW)	E90	G	Confirmed
	Wed 02-Apr 2014 12:20	Wed 02-Apr 2014 18:17			
Seat number(s) requested: 12C					

Passenger Information

	Passenger 1	
Name: Mr Jeffrey Melanson	Ticket number: 014 2131 750007	
Frequent Flyer Pgm: Air Canada Aeroplan	Program number: XXXXXXXXXX	

Purchase Summary

Passenger: 1 Ticket number 014 2131 750007

Date of issue	04-Mar 2014
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	885.00
Taxes, Fees & Charges	
Canada Harmonized Sales Tax (HST #10009-2287) (RC)	116.90
Combined Taxes *see fare calculation below (XT)	PD
Total Fare in Canadian dollars:	141.90A ✓
Options	
Seat selection fee in Canadian dollars	35.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.75
Seat selection fee in Canadian dollars	35.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.75
Seat selection fee in Canadian dollars	36.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.80
Change fee in Canadian dollars	50.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	2.50
Ticket particularities: AC ONLY/NON-REF/CHGE FEE	

**Fare calculation:*
 16MAR14YTO AC YWG Q43.00R253.00AC YYC Q18.00R222.00AC YOW
 Q23.00R326.00CAD885.00 END ROE1.00 PD14.25CA2.75XG3.25RC
 80.00SQ
Canadian tax registration numbers:
 XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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

Important Information & Conditions

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: P32VNV

Name: Mr Jeffrey Melanson

E-mail

Form of payment:

Customer Care

Air Canada Reservations

1-888-247-2262

Air Canada Flight Information

1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8138	Calgary (YYC)	Edmonton International (YEG)	DH3	V	Confirmed
<i>Operated by:</i>	Thu 06-Mar 2014	Thu 06-Mar 2014			
<i>Air Canada Express-Jazz</i>	10:30	11:23			
Seat number(s) requested:	10C				

Passenger Information

Passenger 1
Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan
Ticket number: 014 2131 750702
Program number:

Purchase Summary

Passenger: 1 Ticket number 014 2131 750702

Date of issue

04-Mar 2014

Fare Amount in Canadian dollars:

181.00

(including navigational & other charges)

Taxes, Fees & Charges

Canada Security Charge (CA)
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
 Canada Airport Improvement Fee (SQ)

7.12
10.91
 30.00

Total Fare in Canadian dollars:

229.03

Options

Seat selection fee in Canadian dollars
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
 Ticket particularities:
 AC ONLY/NON-REF/CHGE FEE

16.00
0.80

*Fare calculation:

06MAR14YYC AC YEA Q12.00R169.00CAD181.00 END ROE1.00

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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

Important Information & Conditions

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 and US Secure Flight Program US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Residents - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of the United States can purchase travel insurance from CSA Travel Protection via www.aircanada.com/us/en/insurance or by calling 1-866-473-3315. To make sure you get the best possible protection, purchase insurance prior to your departure.

Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the services we offer. Send us an e-mail (aircanada.com/customerrelations) or write to us at: Air Canada - Customer Relations, PO Box 64239, RPO Thorndcliffe, Calgary, AB, Canada T2K 6J7.

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

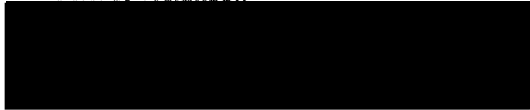
Main Contact Information

Booking reference: QCESRA

Name: Mr Jeffrey Melanson

E-mail

Form of payment:



Customer Care

Air Canada Reservations

1-888-247-2262

Air Canada Flight Information

1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8138	Calgary (YYC)	Edmonton International (YEG)	DH3	G	Confirmed
<i>Operated by:</i>	Mon 31-Mar 2014	Mon 31-Mar 2014			
<i>Air Canada Express-Jazz</i>	10:30	11:21			
Seat number(s) requested:	10A 10C				
AC8161	Edmonton International (YEG)	Calgary (YYC)	DH4	G	Confirmed
<i>Operated by:</i>	Mon 31-Mar 2014	Mon 31-Mar 2014			
<i>Air Canada Express-Jazz</i>	19:30	20:20			
Seat number(s) requested:	1A 1C				

Passenger Information

	Passenger 1	
Name:	Mr Jeffrey Melanson	Ticket number: 014 2131 755517
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number: XXXXXXXXXX
	Passenger 2	
Name:	Ms Carolyn Warren	Ticket number: 014 2131 755518
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number: XXXXXXXXXX

Purchase Summary

Passenger: 1 Ticket number 014 2131 755517

Date of issue	04-Mar 2014
Fare Amount in Canadian dollars:	342.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	20.56
Canada Airport Improvement Fee (SQ)	55.00
Total Fare in Canadian dollars:	431.81 ✓
Options	
Seat selection fee in Canadian dollars	16.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.80
Seat selection fee in Canadian dollars	16.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.80
Ticket particularities:	
AC ONLY/NON-REF/CHGE FEE	

33.00

Passenger: 2 Ticket number 014 2131 755518

Date of issue	04-Mar 2014
Fare Amount in Canadian dollars:	342.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	20.56
Canada Airport Improvement Fee (SQ)	55.00
Total Fare in Canadian dollars:	431.81
Options	
Seat selection fee in Canadian dollars	16.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.80
Seat selection fee in Canadian dollars	16.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.80

**Fare calculation:*
 31MAR14YYC AC YEA Q12.00R159.00AC YYC Q12.00R159.00CAD342.00
 END ROE1.00
Canadian tax registration numbers:
 XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

9



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: KZRBEZ

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations 1-888-247-2262
Air Canada Flight Information 1-888-422-7533
<u>International Reservations</u>
Alert me of flight changes <u>Flight notification</u>

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC175	Toronto Pearson (YYZ)	Edmonton International (YEG)	320	S	Confirmed
	Tue 15-Apr 2014 10:10 - TERMINAL T1	Tue 15-Apr 2014 12:15			

Seat number(s) requested: 17C

Passenger Information

		Passenger 1	
Name:	Mr Jeffrey Melanson	Ticket number:	014 2132 333375
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	[REDACTED]

Purchase Summary

Passenger: 1 Ticket number 014 2132 333375

Date of issue
Fare Amount in Canadian dollars:
(including navigational & other charges)

18-Mar 2014
291.00

Taxes, Fees & Charges

Canada Harmonized Sales Tax (HST #10009-2287) (RC)	42.01
Combined Taxes *see fare calculation below (XT)	PD

Total Fare in Canadian dollars:

72.01A

Options

Change fee in Canadian dollars	75.00	78.75
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	3.75	
Seat selection fee in Canadian dollars	46.00	51.98
Canada Harmonized Sales Tax (HST #10009-2287) (RC)	5.98	
Ticket particularities:		
AC ONLY/NON-REF/CHGE FEE		

**Fare calculation:*

15APR14YTO AC YEA Q23.00R268.00CAD291.00 END ROE1.00 PD7.12CA
25.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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Before You Go: A 'To-Do' List

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Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Residents - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of the United States can purchase travel insurance from CSA Travel Protection via www.aircanada.com/us/en/insurance or by calling 1-866-473-3315. To make sure you get the best possible protection, purchase insurance prior to your departure.

Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the

10



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: MCSWHI

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations 1-888-247-2262
Air Canada Flight Information 1-888-422-7533
<u>International Reservations</u>
Alert me of flight changes <u>Flight notification</u>

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8147	Edmonton International (YEG)	Calgary (YYC)	DH3	A	Confirmed
<i>Operated by:</i>	Thu 17-Apr 2014	Thu 17-Apr 2014			
<i>Air Canada Express-Jazz</i>	14:00	14:51			

Passenger Information

		Passenger 1		
Name:	Mr Jeffrey Melanson	Ticket number:	014 2132 333846	
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	[REDACTED]	

Purchase Summary

Passenger: 1 Ticket number 014 2132 333846

Date of issue	18-Mar 2014
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	87.00
Taxes, Fees & Charges	

10



Canada Security Charge (CA)	7.12
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	5.96
Canada Airport Improvement Fee (SQ)	25.00

Total Fare in Canadian dollars: 125.08

Ticket particularities:
AC ONLY/NON-REF/CHGE FEE

**Fare calculation:*
17APR14YEA AC YYC Q12.00R75.00CAD87.00 END ROE1.00
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
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- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accomodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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

Important Information & Conditions

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 and US Secure Flight Program US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

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Comments, Compliments and Complaints

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Schedules and Timetables

Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LTZIMR

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC140	Calgary (YYC)	Toronto Pearson (YYZ)	321	L	Confirmed
	Fri 11-Apr 2014 17:15	Fri 11-Apr 2014 22:59 - TERMINAL T1			

Seat number(s) requested: 14C

Passenger Information

Passenger 1
Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan
Ticket number: 014 2132 332730
Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number 014 2132 332730

Date of issue

18-Mar 2014

Fare Amount in Canadian dollars:

232.00

(including navigational & other charges)

Taxes, Fees & Charges

Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	13.46
Canada Airport Improvement Fee (SQ)	7.00

Total Fare in Canadian dollars:

20.46A

Options

Change fee in Canadian dollars	
Canada Harmonized Sales Tax (HST #10009-2287) (RC)	50.00
Ticket particularities:	6.50
AC ONLY/NON-REF/CHGE FEE	

**Fare calculation:*

11APR14YYC AC YTO Q23.00R209.00CAD232.00 END ROE1.00 PD7.12CA
23.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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Important Information & Conditions

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Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: P82MGI

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC119	Toronto Pearson (YYZ)	Calgary (YYC)	320	W	Confirmed
	Tue 08-Apr 2014 10:00 - TERMINAL T1	Tue 08-Apr 2014 12:11			

Seat number(s) requested: 12F

Passenger Information

Passenger 1

Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan

Ticket number: 014 2132 332256
Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number 014 2132 332256

Date of issue 18-Mar 2014
Fare Amount in Canadian dollars: 370.00
(including navigational & other charges)
Taxes, Fees & Charges

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Combined Taxes *see fare calculation below (XT)

PD

Total Fare in :

No Additional collection

Options

- Change fee in Canadian dollars
- Canada Harmonized Sales Tax (HST #10009-2287) (RC)
- Ticket particularities:
- AC ONLY/NON-REF/CHGE FEE

50.00
6.50

**Fare calculation:*

08APR14YTO AC YYC Q23.00R347.00CAD370.00 END ROE1.00 PD7.12CA
52.28RC25.00SQ

Canadian tax registration numbers:

- XG Canada Goods and Service Tax (GST) #10009-2287
- RC Canada Harmonized Sales Tax (HST) #10009-2287
- XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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Important Information & Conditions

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Before You Go: A 'To-Do' List

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13



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

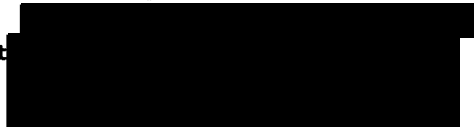
Main Contact Information

Booking reference: LJEU85

Name: Mr Jeffrey Melanson

E-mail

Form of payment



Customer Care

Air Canada Reservations

1-888-247-2262

Air Canada Flight Information

1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC121	Toronto Pearson (YYZ)	Calgary (YYC)	321	T	Confirmed
	Wed 26-Mar 2014 14:00 - TERMINAL T1	Wed 26-Mar 2014 16:14			
Seat number(s) requested: 14C					
AC1150	Calgary (YYC)	Toronto Pearson (YYZ)	319	Q	Confirmed
	Wed 23-Apr 2014 09:00	Wed 23-Apr 2014 14:44 - TERMINAL T1			
Seat number(s) requested: 12A					

Passenger Information

Passenger 1
Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan

Ticket number: 014 2132 360911
Program number: [Redacted]

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Purchase Summary

Passenger: 1 Ticket number 014 2132 360911

Date of issue	19-Mar 2014
Fare Amount in Canadian dollars:	719.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Harmonized Sales Tax (HST #10009-2287) (RC)	95.32
Combined Taxes *see fare calculation below (XT)	PD
Total Fare in Canadian dollars:	95.32A
Options	
Seat selection fee in Canadian dollars	46.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	2.30
Change fee in Canadian dollars	50.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	2.50
Ticket particularities:	
AC ONLY/NON-REF/CHGE FEE	

**Fare calculation:*

26MAR14YTO AC YYC Q23.00R234.00AC YTO Q23.00R439.00CAD719.00
 END ROE1.00 PD14.25CA1.50XG3.25RC55.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

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Important Information & Conditions

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Before You Go: A 'To-Do' List

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Travel Insurance

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Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LJEU85

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

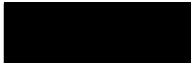
Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC1150	Calgary (YYC)	Toronto Pearson (YYZ)	319	Q	Confirmed
	Wed 23-Apr 2014 09:00	Wed 23-Apr 2014 14:44 - TERMINAL T1			
Seat number(s) requested: 12A					
AC118	Calgary (YYC)	Ottawa (YOW)	E90	T	Confirmed
	Wed 14-May 2014 11:20	Wed 14-May 2014 17:17			
Seat number(s) requested: 19D					
AC8834	Ottawa (YOW)	Halifax (YHZ)	CRA	T	Confirmed
<i>Operated by:</i>	Wed 14-May 2014	Wed 14-May 2014			
<i>Air Canada Express-Jazz</i>	18:25	20:57			
Seat number(s) requested: 13C					

Passenger Information

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Passenger 1

Name: **Mr Jeffrey Melanson** Ticket number: **014 2132 399249**
 Frequent Flyer Pgm: Air Canada Aeroplan Program number: 

Purchase Summary

Passenger: 1 Ticket number 014 2132 399249

Date of issue 20-Mar 2014
Fare Amount in Canadian dollars: 774.00

(including navigational & other charges)

Taxes, Fees & Charges

Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 40.91
 Canada Airport Improvement Fee (SQ) 5.00

Total Fare in Canadian dollars: 100.91A

Options

Seat selection fee in Canadian dollars 46.00
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 2.30
 Change fee in Canadian dollars 50.00
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 2.50
 Change fee in Canadian dollars 75.00
 Canada Harmonized Sales Tax (HST #10009-2287) (RC) 9.75
 Ticket particularities:
 AC ONLY/NON-REF/CHGE FEE

***Fare calculation:**

23APR14YYC AC YTO Q23.00R439.00/-YYC AC X/YOW Q23.00AC YHZ
 R289.00CAD774.00 END ROE1.00 PD14.25CA1.50XG55.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

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Important Information & Conditions

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Diners Club : Statement

[Close Window](#)

Account Name :	JEFF MELANSON THE BANFF CENTRE	Currency :	CAD
Card Number :	[REDACTED]	Previous Balance :	\$ 4,919.74
Statement Date :	28-Mar-2014	Payments :	\$-5,692.44
Payment Due Date :	24-Apr-2014	New Transactions :	\$ 3,154.45
		Balance Due :	\$ 2,381.75
		Past Due Balance :	\$ 0.00

Date	Description	Transaction Amount	Reference Number
TRANSACTIONS FOR [REDACTED]			
① 03-Mar-2014	WESTJET,CALGARY,AB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 83821965143141 DEPART: 03/05/14 YOW TO YEG CLASS: Y FARE BASIS: YCR	\$ 728.99	004054176554
① 03-Mar-2014	WESTJET,CALGARY,AB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 83806143349563 DEPART: 03/03/14 XAA TO XAA CLASS: Y	\$ 33.90	004054149858
① 03-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131711527 DEPART: 03/04/14 YYC TO YYZ CLASS: Y FARE BASIS: V0STPC YYZ TO YWG CLASS: Y FARE BASIS: S10S3TG YWG TO YYC CLASS: Y FARE BASIS: T14Z2TG	\$ 161.70	004008093661
② 03-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131711527 DEPART: 03/04/14 YYC TO YOW CLASS: Y	\$ 37.80	004008063532
② 03-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131711527 DEPART: 03/04/14 YYC TO YOW CLASS: Y	\$ 78.75	004008063524
③ 04-Mar-2014	WESTJET,CALGARY,AB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 8382196514314 DEPART: 03/04/14 YCB TO XAA CLASS: Y	\$ -728.99	004049159763
④ 04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131750007 DEPART: 03/16/14 YYZ TO YWG CLASS: Y FARE BASIS: G10STPB YWG TO YYC CLASS: Y FARE BASIS: G10STPB YYC TO YOW CLASS: Y FARE BASIS: G10ITPC	\$ 141.90	004008085583
④ 04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131750007 DEPART: 03/16/14 YYZ TO YWG CLASS: Y	\$ 52.50	004008059554
⑤ 04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131750702 DEPART: 03/06/14 YYC TO YEG CLASS: Y FARE BASIS: V0STPA	\$ 229.03	004008085666
⑤ 04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131750702 DEPART: 03/06/14 YYC TO YEG CLASS: Y	\$ 16.80	004008059653

762.81

278.25 (2)

194.40

245.83

6	04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131755517 DEPART: 03/31/14 YYC TO YEG CLASS: Y FARE BASIS: G10STPA YEG TO YYC CLASS: Y FARE BASIS: G10STPA	\$ 431.81	004008086276
6	04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: WARREN/CAROLYN MS TICKET: 0142131755518 DEPART: 03/31/14 YYC TO YEG CLASS: Y	\$ 33.60	004008060198
7	04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: WARREN/CAROLYN MS TICKET: 0142131755518 DEPART: 03/31/14 YYC TO YEG CLASS: Y FARE BASIS: G10STPA YEG TO YYC CLASS: Y FARE BASIS: G10STPA	\$ 431.81	004008086284
7	04-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142131755517 DEPART: 03/31/14 YYC TO YEG CLASS: Y	\$ 33.60	004008060180
	10-Mar-2014	PAYMENT RECEIVED -- THANK, YOU	\$ -4,919.74	7047088
	12-Mar-2014	AIR CAN,WINNIPEG,MB,CAN TICKET: 0142131711527	\$ -43.71	004006044907
8	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132333375 DEPART: 04/15/14 YYZ TO YEG CLASS: Y FARE BASIS: S10ITGC	\$ 72.01	004010103780
9	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132333375 DEPART: 04/15/14 YYZ TO YEG CLASS: Y	\$ 51.98	004010073603
10	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132333846 DEPART: 04/17/14 YEG TO YYC CLASS: A FARE BASIS: A100TGA	\$ 125.08	004010103913
11	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132332730 DEPART: 04/11/14 YYC TO YYZ CLASS: Y FARE BASIS: L14STGC	\$ 20.46	004010103699
12	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132332730 DEPART: 04/11/14 YYC TO YYZ CLASS: Y	\$ 56.50	004010073397
13	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132332256 DEPART: 04/08/14 YYZ TO YYC CLASS: Y	\$ 56.50	004010073249
14	18-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132333375 DEPART: 04/15/14 YYZ TO YEG CLASS: Y	\$ 78.75	004010073595
15	19-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132360911 DEPART: 03/26/14 YYZ TO YYC CLASS: T FARE BASIS: T1412TG YYC TO YYZ CLASS: Q FARE BASIS: Q0STPC	\$ 95.32	004010080771
16	20-Mar-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: MELANSON/JEFFREY MR TICKET: 0142132399249 DEPART: 05/14/14 YYC TO YYC CLASS: Y FARE BASIS: Q0STPC YYC TO YOW CLASS: Y FARE BASIS: T141ITG YOW TO YHZ CLASS: Y FARE BASIS: T141ITG	\$ 100.91	004017180423
17	20-Mar-2014		\$ 84.75	004017124371

AIR CAN,WINNIPEG,MB,CAN
PASSENGER: MELANSON/JEFFREY MR
TICKET: 0142132399249
DEPART: 05/14/14
YYC TO YOW CLASS: Y
YOW TO YHZ CLASS: Y



\$ -5,692.44

\$ 3,154.45