



The Banff Centre
inspiring creativity

Expense Claims Forms

Date: April 1, 2014

NAME **Jeff Melanson**
President

Position **President (visa)**

Itinerary and Purpose of Travel : *Development event (Jan. 14), Toronto business mtgs. (Mar. 26) Business Mtgs. (Mar. 31) Edmonton*

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Description	NET Amount	GST Amount	Total Amount
1	01/15/2014	Travel	3101	2100	890900	800	Parking for business meeting	\$ 25.71	\$ 1.29	\$ 27.00
2	03/26/2014	Travel	3101	2100	890900	800	Calgary airport parking for business meeting travel	\$ 109.00	\$ 5.45	\$ 114.45
3	03/26/2014	Meals	3106	2100	890900	800	Meal	\$ 19.32		\$ 19.32
4	03/26/2014	Travel	3101	2100	890900	800	Fuel	\$ 52.84	\$ 2.64	\$ 55.48
5	03/26/2014	Hosting	3610	2100	890900	800	Business meeting	\$ 78.65		\$ 78.65
6	03/26/2014	Travel	3101	2100	890900	800	Taxi to/from business meeting	\$ 14.30		\$ 14.30
7	03/31/2014	Travel	3101	2100	890900	800	Taxi to/from business meeting	\$ 15.90		\$ 15.90
8	03/31/2014	Travel	3101	2100	890900	800	Transportation from airport to business meeting	\$ 112.93	\$ 4.67	\$ 117.60
9	03/31/2014	Meals	3106	2100	890900	800	Meal	\$ 40.36	\$ 1.60	\$ 41.96
10	03/31/2014	Travel	3101	2100	890900	800	Calgary airport parking for business meeting travel	\$ 35.00	\$ 1.75	\$ 36.75
11	03/31/2014	Travel	3101	2100	890900	800	Transportation to airport	\$ 79.37	\$ 3.43	\$ 82.80
12	03/31/2014	Travel	3101	2100	890900	800	Fuel	\$ 51.03	\$ 2.55	\$ 53.58
Total Expenses : A								\$ 634.42	\$ 23.37	657.79

Summary by Expense Type							
GL	Fund	Expense Type	Cost Centre	Activity Type	NET Amount	GST	Total Amount
3101	2100	Travel			504.18	13.68	517.86
3102	2100	Travel-BOG			-	-	-
3105	2100	Accommodation			-	-	-
3106	2100	Meals			59.68	4.60	61.28
3610	2100	Hosting			78.65	-	78.65
3611	2100	Hosting-Alcohol			-	-	-
3107	2100	Incidentals			-	-	-
Total					644.11	13.68	657.79

Travel Advance (positive)	B 6132-2100	\$ 13.68	1
	A-B	\$	657.79



1-Apr-14
Date

see last page

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

Claimant's Supervisor		Date
		APR 02 2014
		Date

ENTERED MAR 31 2014

G AUTHORITY (403) 537-7000

CALGARY PARKIN

Terminal: 851
Plate: [REDACTED]

Zone: Lot 60 : 9060

Valid through:

WEDNESDAY 15 JAN 14
6:00 AM

AMOUNT PAID: \$27.00 (GST incl.)
START TIME: 1/14/2014 12:45 PM
Tire Inflation Services (403) 537-7006

Auth No: 093625
RECEIPT NO: 51716
FREE Battery Boosting 8

RECEIPT
GST NO. R122556194

EXIT No. A5
IN: 03/20/14 17:30
OUT: 03/26/14 18:23
DURATION: 6 00: 53
PAID: \$ 114.45
(GST INCLUDED)

REF. THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

SOHO HOUSE - Toronto
192 West Adelaide Street
Toronto, ON
M5V 1R2
416-599-7648



** TRANSACTION RECORD **

Tran. #: 23038

RUC: House Kitchen
Table #: 242
Check #: 2373
Group #: 1
Employee #: 22
Employee Name: [REDACTED]

Bow Trail Husky Market
3824 Bow Trail SW
Calgary AB
(403) 242-2424
GST# 826578244
Retailer ID 458887
Rct:68863 1166-1
Batch:3784-84

Amount \$15.82
Tip \$3.50
TOTAL CAD \$19.32

Pump# 1
EthRegular \$55.48
45.511 L x \$1.219/L

Reference #: 66228954 0015310010 C
Auth. #: 072192
SOT02812 005
2014/03/26 11:49:05

AMOUNT \$55.48
GST(Inc Pump) \$2.64

A0000000031010
0000008000 F800
APPROVED 072192

Pre Auth Completion

APPROVED - THANK YOU
01-027

Customer Copy

IMPORTANT
Retain this copy
for your records

THANK YOU
Come Again

Date: 03/26/2014
Time: 19:00:32
AUTHCODE: 043464 116601EC
S009001001006 00 000
TOR: 4000008000 TSI: F800

Approved

Earn 2% fuel fast!

SOHO HOUSE - Toronto
192 West Adelaide Street
Toronto, ON
M5V 1R2
416-599-7648

** TRANSACTION RECORD **

Tran. #: 19854

RUC: Club Bar
Table #: 112
Check #: 1400
Group #: 1
Employee #: 92
Employee Name: [REDACTED]

Amount \$65.54
Tip \$13.11
TOTAL CAD \$78.65

Reference #: 66228973 0014830050 C
Auth. #: 091042
SOT03811 005
2014/03/26 12:36:34

A0000000031010
0000008000 F800
APPROVED 091042

APPROVED - THANK YOU
01-027

Customer Copy

IMPORTANT
Retain this copy
for your records

THANK YOU
Come Again

CAPITAL TAXI LTD
9762 54 AVE NW
EDMONTON, AB
780-423-2425

= TRANSACTION RECEIPT =

TERMINAL ID.: 40812416
MERCHANT #: 180030004061245

ALBERTA COOP TAXI
10538 - 114 ST
EDMONTON, AB T5H 3J7
(780) 425-2525

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6N-1C2
780-463-5000

EMV SALE
BATCH: 000131 INU: 0000001
Mar 31, 2014 16:47
Visa Credit
AID: A0000000031010
TUR: 00 00 00 00 00
TSI: F8 00
TC: 24F9545CED485B6C
RRN: 409088936003 AUTH: 012713

Term Id: 4502412509456
Item #: 0478
Visa Credit
PURCHASE
Op. Id: 528087

ACCT TYPE: CREDIT CARD

SALE AMT \$11.80
TIP \$2.50

APPROVED
AMOUNT CAD\$98.00
TIP CAD\$19.60
TOTAL CAD\$117.60

DATE/TIME:
14/03/31 14:43:27
AUTH#: 004416

Ref. #: C
Auth. #: 072775
Resp. Code: 00
TUR: 4000008000
TSI: F800

BY ENTERING A VERIFIED PIN, CARDHOLDER
AGREES TO PAY ISSUER SUCH TOTAL IN
ACCORDANCE WITH ISSUER'S AGREEMENT WITH
CARDHOLDER

VEH/DRV: 0108 / 1320
GST#:
TXN ID: 2096819

Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

INFO: CAPITAL TAXI EDM. CA
THANK YOU
CAR 301

Date: 2014/03/31 Time: 12:52:41
Response: AUTH 072775

CUSTOMER COPY

FARE: \$ 12.76
FLAT: \$000.00
EXTRAS: \$000.00
TAX: \$ 0.64
FA+FL+EX+TAX: \$ 13.40
TIP: \$ 2.50
DISCOUNT: \$000.00
TOTAL: \$ 15.90

SIGNATURE:

1000 AIRPORT ROAD UNIT
24
EDMONTON AB

DATE 2014/03/31
TIME 4035 18:54:03
CLERK ID 2165
RECEIPT NUMBER
CBZ008400-001-002-253-0

PURCHASE AMOUNT \$33.57
TIP \$8.39
TOTAL \$41.96

A0000000031010
D0D016E61035B507
0000008000-EB00
C07AC6C66F53E179
0000008000-F800

APPROVED
AUTH# 0212BZ 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

RECEIPT
GST NO. R122556194

EXIT No. A2
IN: 03/31/14 09:39
OUT: 03/31/14 20:36
DURATION: 0 10: 57
PAID: \$ 36.75
(GST INCLUDED)

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id:4502412509456
Item #10479
Visa Credit
PURCHASE
Dr Id:528087

WELCOME

Shell Canada
230 LYNX STREET
T1L-1C8

BANFF (403) 827-5211 AB

INV No. 0003593428
2014/04/01 10:59
Visa Credit
AID A0000000031010
TVR 0000008000

Bronze
PUMP No. 09
LITRES 43.247
PRICE/L \$1.239
TOTAL FUEL \$53.58

01 APPROVED - THANK YOU 001
APPROVAL No. 080225
TERMINAL No.
89000350
VERIFIED BY PIN

IMPORTANT
retain this copy for
your records

FUEL INCLUDES
GST - Fuel \$2.55
No. 137400032RT

TOTAL SALE \$53.58

STORE: C00035
TRAN: 2906007
2014/04/01 11:01:08

YOUR OPINION COUNTS
Tell us about your
recent visit at
www.shell.ca/opinion
and you could win a
\$25 Shell Gift Card
*Receipt Required

THANK YOU
Questions?
1-800-661-1600

REF. 5
THANK YOU FOR
YOUR VISIT

APPROVED

AMOUNT CAD\$72.00
TIP CAD\$10.80
=====

TOTAL CAD\$82.80

Ref. #: C
Auth. #: 022676
Resp. Code: 00
TVR: 4000008000
TSI: F800

Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/03/31 Time: 18:17:41
Response: AUTH 022676

CU: *** COPY

Calgary International Airport Parkade

History: 0-1

Edwinson
 Position: President (vol)
 Department: (vol) Finance business info. (Mar. 20 Business Affairs)

Receipt No.	Date
1	07/15/2014
2	09/29/2014
3	09/29/2014
4	09/29/2014
5	09/29/2014
6	09/29/2014
7	09/31/2014
8	09/31/2014
9	09/31/2014
10	09/31/2014
11	09/31/2014
12	09/31/2014

Receipt No.	Date	Fund
3101	2-100	
3102	2-100	
3106	2-100	
3810	2-100	
3811	2-100	
3107	2-100	

Return to: Raymond
 Department: President's Office
 General Counsel: [Redacted]
 Purpose: [Redacted]

Fund	Card No.	Category	Description	NET Amount	GST	Total Amount
2100	8900000	600	Fairing for business meeting	\$ 25.71	\$ 1.28	\$ 27.00
2100	8900000	600	Catering airport parking for business meeting travel	\$ 109.00	\$ 5.45	\$ 114.45
2100	8900000	600	Meal	\$ 18.32	\$	\$ 18.32
2100	8900000	600	Fuel	\$ 82.64	\$ 2.64	\$ 85.28
2100	8900000	600	Business meeting	\$ 78.85	\$	\$ 78.85
2100	8900000	600	Taxi w/food business meeting	\$ 14.30	\$	\$ 14.30
2100	8900000	600	Taxi w/food business meeting	\$ 15.80	\$	\$ 15.80
2100	8900000	600	Transportation from airport to business meeting	\$ 112.83	\$ 4.87	\$ 117.80
2100	8900000	600	Meal	\$ 40.38	\$ 1.60	\$ 41.98
2100	8900000	600	Catering airport parking for business meeting travel	\$ 35.00	\$ 1.75	\$ 36.75
2100	8900000	600	Transportation to airport	\$ 79.37	\$ 3.43	\$ 82.80
2100	8900000	600	Fuel	\$ 51.03	\$ 2.08	\$ 53.11
Total Expenses: A				\$ 634.42	\$ 23.37	\$ 657.79

Receipt Type	Activity Type	NET Amount	GST	Total Amount
2100	600	466.09	21.77	517.68
2100	600	59.68	1.60	91.28
2100	600	78.85	-	78.85
Total		604.62	23.37	627.99

Return to: Raymond
 Department: President's Office
 General Counsel: [Redacted]
 Purpose: [Redacted]

Practical Services Date