## Overview

### Travel Expenses

<table>
<thead>
<tr>
<th>Item #</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>May 4-6, 2017</td>
<td>Travel to Guelph to attend the Canadian University Boards Association (CUBA) conference.</td>
<td>$1,562.33</td>
</tr>
</tbody>
</table>
## Proactive Disclosure of Expenses
Gordon Ritchie, Board Chair, Board of Governors
For the period of June 1, 2017 to July 31, 2017

### Detail for Travel Expenses

<table>
<thead>
<tr>
<th>Type of Expense</th>
<th>Amount</th>
<th>Page Reference</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare*</td>
<td>$519.91</td>
<td>page 5</td>
<td>Airfare*: Booking Ref: P82T2R.</td>
</tr>
<tr>
<td>Other Transport**</td>
<td>$100.00</td>
<td>page 8</td>
<td>Other Transport**: Ground transportation to and from the Calgary airport.</td>
</tr>
<tr>
<td>Hotel</td>
<td>$320.92</td>
<td>page 9</td>
<td></td>
</tr>
<tr>
<td>Meals</td>
<td>$0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other***</td>
<td>$621.50</td>
<td></td>
<td>Other***: Conference fee.</td>
</tr>
<tr>
<td>Total</td>
<td>$1,562.33</td>
<td>page 10</td>
<td></td>
</tr>
</tbody>
</table>

**Description/Purpose**: Travel to Guelph to attend the Canadian University Boards Association (CUBA) conference.

**Date**: May 4-6, 2017

**Destination**: Guelph, Ontario

For Gordon Ritchie, Board Chair, Board of Governors
YOUR BOOKING IS CONFIRMED

Booking Reference: P82T2R
Travel booked/ticket issued on: 22 March 2017

Passengers

Mr. Gordon Ritchie

Ticket Number
0142175394887

<table>
<thead>
<tr>
<th>Depart</th>
<th>Travel Options</th>
<th>Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>n</td>
<td>AC136</td>
</tr>
<tr>
<td></td>
<td>n</td>
<td>19D</td>
</tr>
<tr>
<td>Return</td>
<td>n</td>
<td>AC147</td>
</tr>
<tr>
<td></td>
<td>n</td>
<td>20D</td>
</tr>
</tbody>
</table>

Depart

Thursday
04 May, 2017

08:00
Calgary
Calgary Intl. (YYC), Canada

13:44
Toronto
Pearson Intl. (YYZ), Canada
Terminal 1

3 hr 44
Economy (L)

AC136
Operated by Air Canada A320-200
Wi-Fi
Air Canada Café
Return

Saturday
06 May, 2017

15:40
Toronto
Pearson Intl. (YYZ), Canada
Terminal 1

17:51
Calgary
Calgary Intl. (YYC), Canada

4 hr 11

AC147
Economy (K)
Operated by Air Canada A320-200 | Wi-Fi
| Air Canada Café

Purchase summary

1 Adult

Air Transportation Charges

Base Fare 338.00
Surcharges 46.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001 21.41
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001) 3.25
Air Travellers Security Charge 14.25
Airport Improvement Fee - Canada 55.00

Total before options (per passenger) 477

Number of passengers x1

Total 477

Seat selection

MR. Gordon Ritchie

AC136: 19D - Standard Seat (AISLE) 20.00
AC147: 20D - Standard Seat (AISLE) 20.00
Baggage allowance

**Carry-on Baggage**

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 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]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

**Checked Baggage**

Please see below for details on the bags you plan on checking at the baggage counter.

---

**Calgary (YYC) > Toronto (YYZ)**

- **1st bag**
  - $26.25 CAD
  - Including taxes

- **2nd bag**
  - $36.75 CAD
  - Including taxes

Max. weight per bag: 23 kg (50 lb)
Max. Dimensions per bag: 158 cm (62 in)

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**Toronto (YYZ) > Calgary (YYC)**

- **1st bag**
  - $26.25 CAD
  - Including taxes

- **2nd bag**
  - $36.75 CAD
  - Including taxes

Max. weight per bag: 23 kg (50 lb)
Max. Dimensions per bag: 158 cm (62 in)

---

* For travel within Canada or between Canada and the United States, a Canadian tax of $3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of $4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of $21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency
Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

**Stopovers**
Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

**Note:** If you exceed your **baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View Air Canada's additional checked baggage policy.
- View the additional checked baggage policy of Air Canada's codeshare and interline partners.

CANADA, U.S.: 1 (888) 247-2262
RITCHIE GORDON
TANGO ECONOMY/ECONOMIQUE TANGO
ETKT0142175394887
Frequent Flyer/Voyageur assidu
E50K - AC*G
Cabin/Cabine
Y
Flight/Vol Date From/De
AC 145 06MAY/MAI TORONTO
Destination
CALGARY
Seat/Place
12C
Boarding Time/Heure d'embarquement 14:15 Gate/Porte D37 Seat/Place 12C
Remarks/Observations
ML*2
AIR CANADA
A STAR ALLIANCE MEMBER
MEMBRE DU RESEAU STAR ALLIANCE

RITCHIE GORDON
TANGO ECONOMY/ECONOMIQUE TANGO
ETKT0142175394887
Frequent Flyer/Voyageur assidu
E50K - AC*G
Flight/ Vol
AC136 4MAY/MAI
From / De
CALGARY
Destination
TORONTO
Boarding time / Heure d'embarquement 07:25 Gate / Porte N/A
Seat / Place 19D Zone 2
Departure Time / Heure de depart 08:00 Remarks / Observations
Airline Use / Usage interne 0003 MCI00281
Boarding Pass / Carte d'accès à bord
AIR CANADA
A STAR ALLIANCE MEMBER
MEMBRE DU RESEAU STAR ALLIANCE
ALLIED BLACK
LIMO & TAXI
Try our ON-DEMAND Taxi app
Connecting you Directly with your Driver

Driver 4165 Date May 25
Car # 323 Amount $50.00
GST Included #

ALLIED BLACK
LIMO & TAXI
Try our ON-DEMAND Taxi app
Connecting you Directly with your Driver

Driver 2222 Date May 6/17
Car # 22 Amount $50.00
GST Included #
University Of Calgary  
Mr Gordon Ritchie

Room: 0417  
Folio:  
Cashier: 26  
Arrival: 05-04-17  
Departure: 05-06-17  
Reference: 

Group: University of Guelph CUBA

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Additional Information</th>
<th>Charges</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>05-04-17</td>
<td>Room Charge</td>
<td></td>
<td>142.00</td>
<td></td>
</tr>
<tr>
<td>05-04-17</td>
<td>Rooms - HST</td>
<td></td>
<td>18.46</td>
<td></td>
</tr>
<tr>
<td>05-05-17</td>
<td>Room Charge</td>
<td></td>
<td>142.00</td>
<td></td>
</tr>
<tr>
<td>05-05-17</td>
<td>Rooms - HST</td>
<td></td>
<td>18.46</td>
<td></td>
</tr>
<tr>
<td>05-06-17</td>
<td>Visa</td>
<td></td>
<td></td>
<td>320.92</td>
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</tbody>
</table>

HST Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room</td>
<td>10%</td>
<td>36.92</td>
</tr>
<tr>
<td>F&amp;B</td>
<td>0%</td>
<td>0.00</td>
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<tr>
<td>Other</td>
<td>0%</td>
<td>0.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>36.92</td>
</tr>
</tbody>
</table>

Total 320.92  320.92
Balance Due 0.00 CAD

Guest Signature: ________________________________

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.
Print Receipt

Thank-you - Approved

Merchant Name: U OF G - CONFERENCE SERVICES
Date: Mar 09, 2017
Time: 10:03:42am PST
Transaction Type: Purchase
Card Number: xxxxxxxxxxx
Total Amount: $621.50

(Note: Your card number is hidden for privacy)
Response Code: 001
Response Message: 0APPROVED 094155
Approval Code: 094155
MiralID: CAD9082822
Invoice Number: 17CUBA-51

A copy of this receipt has been emailed to chair@ucalgary.ca

Close Window