## 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>September 27 to October 2, 2018</td>
<td>Travel to Toronto to attend 2018 Canadian Association of University Solicitors (CAUS) Conference.</td>
<td>$2,448.37</td>
</tr>
</tbody>
</table>
Proactive Disclosure of Expenses  
Karen Jackson, General Counsel  
For the period October 1, 2018 to November 30, 2018

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**Detail for Travel Expenses**

<table>
<thead>
<tr>
<th>Description/Purpose</th>
<th>Date</th>
<th>Destination</th>
<th>Type of Expense</th>
<th>Amount</th>
<th>Page Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel to Toronto to attend 2018 Canadian Association of University Solicitors</td>
<td>September 27 to October 2, 2018</td>
<td>Toronto, Ontario</td>
<td>Airfare*</td>
<td>$633.31</td>
<td>page 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Transport**</td>
<td>$112.30</td>
<td>pages 5-8</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$702.76</td>
<td>page 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Meals</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other***</td>
<td>$1,000.00</td>
<td>pages 12, 13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total</td>
<td>$2,448.37</td>
<td></td>
</tr>
</tbody>
</table>

**Notes**
- Airfare*: Booking Ref: UCOHWX.
- Other Transport**: Ground transportation while in Toronto and to and from Calgary airport.
- Other***: Membership and Conference fees.
eTicket Receipt

Prepared For
JACKSON/KAREN MS

<table>
<thead>
<tr>
<th>RESERVATION CODE</th>
<th>UCOHWX</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISSUE DATE</td>
<td>11Sep18</td>
</tr>
<tr>
<td>TICKET NUMBER</td>
<td>8382140070262</td>
</tr>
<tr>
<td>ISSUING AIRLINE</td>
<td>WEST JET</td>
</tr>
<tr>
<td>ISSUING AGENT</td>
<td>WestJet/SDX</td>
</tr>
<tr>
<td>FREQUENT FLYER NUMBER</td>
<td>s.17(1)</td>
</tr>
</tbody>
</table>

Itinerary Details

<table>
<thead>
<tr>
<th>TRAVEL DATE</th>
<th>AIRLINE</th>
<th>DEPARTURE</th>
<th>ARRIVAL</th>
<th>OTHER NOTES</th>
</tr>
</thead>
</table>
| 27Sep18     | WESTJET | CALGARY INTL AB, CANADA | TORONTO ON, CANADA | Seat Number CHECK-IN REQUIRED
Baggage Allowance NIL
Booking Status OK TO FLY
Fare Basis GC14ULK
Not Valid Before 27SEP18
Not Valid After 27SEP18 |
|             | WS 658  | Time 08:30 | Time 14:13 | Terminal TERMINAL 3 |
| 02Oct18     | WESTJET | TORONTO ON, CANADA | CALGARY INTL AB, CANADA | Seat Number CHECK-IN REQUIRED
Baggage Allowance NIL
Booking Status OK TO FLY
Fare Basis XC14ULK
Not Valid Before 02OCT18
Not Valid After 02OCT18 |
|             | WS 651  | Time 16:00 | Time 18:15 | Terminal TERMINAL 3 |

Allowances

Baggage Allowance
YYC to YYZ - 0 Pieces WESTJET

Prices of additional baggage pieces:
1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YYZ to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:
1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances
YYC to YYZ, YYZ to YYC - 1 Piece (WS - WESTJET)

Carry On Charges
YYC to YYZ, YYZ to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

<table>
<thead>
<tr>
<th>Form of Payment</th>
<th>CREDIT CARD - VISA : s.17(1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fare Calculation Line</td>
<td>YYC WS YTO260.00WS YYC226.00CAD486.00END</td>
</tr>
<tr>
<td>Fare</td>
<td>CAD 486.00</td>
</tr>
<tr>
<td>Taxes/Fees/Carrier-Imposed Charges</td>
<td>CAD 46.00 YQI (OTHER AIR TRANSPORTATION CHARGES)</td>
</tr>
<tr>
<td></td>
<td>CAD 27.31 XG8 (GOODS AND SERVICES TAX (GST))</td>
</tr>
<tr>
<td></td>
<td>CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)</td>
</tr>
<tr>
<td></td>
<td>CAD 55.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))</td>
</tr>
<tr>
<td></td>
<td>CAD 3.25 RC2 (HARMONIZED SALES TAX (HST))</td>
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<tr>
<td></td>
<td>CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST))</td>
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<tr>
<td>Total Fare</td>
<td>CAD 633.31</td>
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</tbody>
</table>

Positive identification required for airport check in Notice:
QST # 1202807956TQ0001  GST # 866112535

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier’s privacy policy and, if your booking is made via a reservation system provider (“GDS”), with its privacy policy. These are available at http://www.iatatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

Important Legal Notices
Union Pearson Express

ONE-WAY

ALLER SIMPLE

$ 6.20

AÉROPORT PEARSON AIRPORT

TO UNION

27 SEP 2018

14:42

Must take trip within 1 hour of issuance
Doit faire le trajet au plus 1 heure après achat

Not refundable, not transferable
Non remboursable, non transférable

Retain for inspection
Conserver pour inspection

U0404CARD     TN: 063275755352

METROLINX
CREDIT CARD RECEIPT

UP Express Pearson TVM
MISSISSAUGA, ON
U0404

TYPE: PURCHASE
ACCT: VISA
AMOUNT: $6.20 CAD
CARD #: **********
DATE/TIME:18/09/27 14:42:21
REF #: 66412038 0010010730 C
AUTHOR #: 028934

SCOTIA BANK VISA
A0000000031010
0080008000 F800

CHIP CARD - VERIF. BY PIN

INVOICE #: 063275755352
01/027

APPROVED - THANK YOU

-- IMPORTANT --
Retain this copy for your records

*** CUSTOMER COPY ***
TERMINAL ID: 314-674-833
MERCHANT ID: 440940AJ
VEHICLE ID: 1670
DRIVER ID: 11709
GST ACCOUNT #: 776240098
TRIP NUMBER: 1381150
PASSENGERS: 1

09/27/2018
START: 06:25
DISTANCE: 246.00
RATE: 2

FARE AMOUNT: $44.19
TAX AMOUNT: $2.21
TIP AMOUNT: $7.50

TOTAL: $53.90

VISA SALE: ***s.17****
APPROVAL NUMBER: 021759

***PASSENGER COPY***
ASSOCIATED CAB  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
Car#1677

SALE

<table>
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<tr>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>TIP</td>
<td>$7.50</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$52.20</td>
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</table>

00 - APPROVED - 001

SCOTIABANK VISA  
AID: A0000000031010  
TVR: 02 80 00 80 00  
TSI: F8 00

Thank You

CUSTOMER COPY
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Charges</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>09-27-18</td>
<td>*Accommodation</td>
<td>299.00</td>
<td></td>
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<tr>
<td>09-27-18</td>
<td>Municipal Accommodation Tax</td>
<td>11.96</td>
<td></td>
</tr>
<tr>
<td>09-27-18</td>
<td>HST 13% on Rooms</td>
<td>38.87</td>
<td></td>
</tr>
<tr>
<td>09-27-18</td>
<td>HST on MAT</td>
<td>1.55</td>
<td></td>
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<tr>
<td>09-28-18</td>
<td>*Accommodation</td>
<td>299.00</td>
<td></td>
</tr>
<tr>
<td>09-28-18</td>
<td>Municipal Accommodation Tax</td>
<td>11.96</td>
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<tr>
<td>09-28-18</td>
<td>HST 13% on Rooms</td>
<td>38.87</td>
<td></td>
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<tr>
<td>09-28-18</td>
<td>HST on MAT</td>
<td>1.55</td>
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<tr>
<td>09-29-18</td>
<td>Visa</td>
<td>XXXXXXXXX(s.17(1))</td>
<td>702.76</td>
</tr>
<tr>
<td>Date</td>
<td>Description</td>
<td>Charges</td>
<td>Credits</td>
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<tr>
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<td>Balance</td>
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<td>Approval Code 094038</td>
<td>HST 13% on Rooms</td>
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<td>Approval Amount 702.76</td>
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<td>HST on MAT</td>
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<td>3.10</td>
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<tr>
<td></td>
<td></td>
<td>0.00</td>
<td>CAD</td>
</tr>
</tbody>
</table>

If you have any questions, please contact the accounting department at (416) 324-5869 or fax (416) 324-5895

Guest Signature: __________________________

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.
Hello Karen Jackson,

You sent a payment of $900.00 CAD to Canadian Association of University Solicitors.

It may take a few moments for this transaction to appear in your account.

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for &quot;CAUS 2018 Annual Meeting &amp; Conference (Toronto)&quot; (27 Sep 2018 4:00 PM - 30 Sep 2018 10:00 AM, Toronto), Member Item# 00223</td>
<td>$900.00 CAD</td>
<td>1</td>
<td>$900.00 CAD</td>
</tr>
</tbody>
</table>

Merchant: Canadian Association of University Solicitors
Instructions to merchant: You haven't entered any instructions.

Shipping address: confirmed
Karen Jackson

Shipping details: The seller hasn't provided any shipping details yet.
**Invoice ID: 00223**

**Issues with this transaction?**
You have 180 days from the date of the transaction to open a dispute in the Resolution Center.


This email was sent to you for the ongoing support and maintenance of your account. To manage your communication preferences, please visit our Preference Centre.

You can receive plain text emails instead of HTML emails. To change your Notifications preferences, log in to your account, go to your Profile, and click My settings.

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Please do not reply to this email. We are unable to respond to inquiries sent to this address. For immediate answers to your questions, visit our Help Centre by clicking Help & Contact located on any PayPal page or email. PayPal is committed to your privacy, learn more about our privacy policy.

Copyright © 2018 PayPal Canada Co., 661 University Ave., Toronto, ON M5G 1M1. All rights reserved.
Hello Karen Jackson,

You sent a payment of $100.00 CAD to Canadian Association of University Solicitors

It may take a few moments for this transaction to appear in your account.

Merchant
Canadian Association of University Solicitors

Instructions to merchant
You haven’t entered any instructions.

Shipping address - confirmed
Karen Jackson
2500 University Drive NW
Calgary
AB T2N 1N4
Canada

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership application. Level: Member (Internal Legal Counsel)</td>
<td>$100.00 CAD</td>
<td>1</td>
<td>$100.00 CAD</td>
</tr>
<tr>
<td>Item# 00216</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Subtotal $100.00 CAD
Total $100.00 CAD
Payment $100.00 CAD

Charge will appear on your credit card statement as "PAYPAL *CAUS"

Payment sent to gregory.juliano@umanitoba.ca
Issues with this transaction?
You have 180 days from the date of the transaction to open a dispute in the Resolution Center.


This email was sent to you for the ongoing support and maintenance of your account. To manage your communication preferences, please visit our Preference Centre.

You can receive plain text emails instead of HTML emails. To change your Notifications preferences, log in to your account, go to your Profile, and click My settings.

This email was sent to you for the ongoing support and maintenance of your account. To manage your communication preferences, please visit our preference centre.

Please do not reply to this email. We are unable to respond to inquiries sent to this address. For immediate answers to your questions, visit our Help Centre by clicking Help & Contact located on any PayPal page or email. PayPal is committed to your privacy, learn more about our privacy policy.

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