## 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>June 13, 2016</td>
<td>Travel to Ottawa to attend Government meetings and meeting with Universities Canada.</td>
<td>$323.29</td>
</tr>
<tr>
<td>2.</td>
<td>June 25 to July 1, 2016</td>
<td>Travel to Paris to attend the Delegation of U15 Presidents and meetings.</td>
<td>$4,938.05</td>
</tr>
<tr>
<td>3.</td>
<td>July 16, 17, 2016</td>
<td>Travel to Toronto to attend the Canada First Research Excellence Fund (CFREF) Interview.</td>
<td>$1,176.86</td>
</tr>
</tbody>
</table>

### Non-Travel Expenses

<table>
<thead>
<tr>
<th>Item #</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>June 6, 2016</td>
<td>Breakfast meeting with staff and community member.</td>
<td>$46.06</td>
</tr>
<tr>
<td>5.</td>
<td>June 21 to July 14, 2016</td>
<td>Parking while attending various meetings and events on behalf of the University.</td>
<td>$76.75</td>
</tr>
<tr>
<td>6.</td>
<td>July 4, 2016</td>
<td>Lunch meeting with community member.</td>
<td>$75.41</td>
</tr>
<tr>
<td>7.</td>
<td>July 6, 2016</td>
<td>Lunch meeting with staff and community member.</td>
<td>$58.45</td>
</tr>
<tr>
<td>8.</td>
<td>August 16, 2016</td>
<td>Lunch meeting with staff and community members.</td>
<td>$274.89</td>
</tr>
<tr>
<td>9.</td>
<td>August 17, 2016</td>
<td>Lunch meeting with community members.</td>
<td>$127.50</td>
</tr>
<tr>
<td>10.</td>
<td>August 23, 2016</td>
<td>Lunch meeting with community members.</td>
<td>$118.00</td>
</tr>
</tbody>
</table>
# Proactive Disclosure of Expenses

Elizabeth Cannon, President and Vice-Chancellor  
For the period of August 1, 2016 to September 30, 2016

## Detail for Travel Expenses

<table>
<thead>
<tr>
<th>Travel Expenses-Item 1 Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>For</strong></td>
<td>Elizabeth Cannon, President and Vice-Chancellor</td>
</tr>
<tr>
<td><strong>Description/Purpose</strong></td>
<td>Travel to Ottawa to attend Government meetings with Jim Carr, Minister of Natural Resources, Lunch meeting with Liberal Innovation &amp; Post-Secondary Education Caucus, Richard Maksymetz, Chief of Staff for Minister of Finance, and ISED Minister Office Staff, and meeting with Universities Canada.</td>
</tr>
<tr>
<td><strong>Date</strong></td>
<td>June 13, 2016</td>
</tr>
<tr>
<td><strong>Destination</strong></td>
<td>Ottawa, Ontario</td>
</tr>
<tr>
<td><strong>Type of Expense</strong></td>
<td>Airfare*</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>$0.00</td>
</tr>
</tbody>
</table>
| **Notes** | Airfare*: AC East West Connector Flight Pass was used. Booking Ref.: L0587K. Flight upgrades provided at no additional cost to the University.  
Ground transportation**: Ground transportation while in Ottawa and parking at Calgary airport.  
Other***: Travel Agency fee. |
UNIVERSITY OF CALGARY
PRESIDENT
ADMINISTRATION 100
CALGARY AB CA
T2N 1N4

For:
CANNON/MARGARET ELIZABETH DR

This is your Itinerary and Invoice. For airline tickets, this is your eticket.

| Airline | Flight # | Origin | Destination | Depart Date | Depart Time | Arrival Date | Arrival Time | Cabin Class | Flying Time | Seats |
|---------|----------|--------|-------------|-------------|-------------|--------------|--------------|-------------|-------------|--------|-------|
| Air Canada (Operated by AIR CANADA EXPRESS - JAZZ) Canadair 705 | 8527 | Ottawa McDonald Cartier Intl (Ottawa, ON) | Winnipeg Ja Richardson Intl Arpt (Winnipeg, MB) | Mon Jun 13 | 5:35 PM | Mon Jun 13 | 7:16 PM | R-Aeroplan Upgrade | 2:41 | Check In |

**INDIVIDUAL SEAT 2A**

| Air Canada (Operated by AIR CANADA EXPRESS - JAZZ) Canadair 705 | 8339 | Winnipeg Ja Richardson Intl Arpt (Winnipeg, MB) | Calgary Intl Arpt (Calgary, AB) | Mon Jun 13 | 8:00 PM | Mon Jun 13 | 9:04 PM | R-Aeroplan Upgrade | 2:04 | Check In |

**INDIVIDUAL SEAT 2A**

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<tr>
<th>Company</th>
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<th>Company</th>
<th>Loyalty #</th>
<th>Passenger</th>
<th>Airline</th>
<th>Ticket Number</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Canada</td>
<td>R8EY1 - Web Check In</td>
<td>AC</td>
<td>s.17(1)</td>
<td>CANNON/MARGARET ELIZABETH DR</td>
<td>AC</td>
<td>0142163118464</td>
<td>ETicket</td>
</tr>
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</table>

**Destination Services**

To review and book dinner reservations, tours, show tickets and more, click Destination Services – Destination Services is owned & operated independently from Maritime Travel

**THIS TICKET IS PART OF A PREVIOUS FLIGHT PASS PURCHASE**

**TICKET DETAILS ARE FOR EXPENSE ALLOCATION**

**EAST WEST CONNECTOR PASS - LATITUDE 10 C**

- THANK YOU FOR BOOKING WITH MARITIME TRAVEL
- THANK YOU FOR BOOKING WITH MARITIME TRAVEL

**For Emergency Travel Service:**
- For Canada & USA: please call 1-888-551-1181 or 902-423-3806
- Outside Canada & USA: please call collect 902-423-3806
- Email: etc@maritimetravel.ca
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIR CANADA FLIGHT PASS COST (TCK 0142163118464)</td>
<td>$819.00</td>
</tr>
<tr>
<td>MARTVIL NON-REFUNDABLE TRANSACTION FEE</td>
<td>$32.00</td>
</tr>
<tr>
<td>TAX ON FEE (R103524823)</td>
<td>$1.60</td>
</tr>
<tr>
<td>MARTVIL NON-REFUNDABLE TRANSACTION FEE</td>
<td>$32.00</td>
</tr>
<tr>
<td>TAX ON FEE (R103524823)</td>
<td>$1.60</td>
</tr>
<tr>
<td>TOTAL DUE CAD</td>
<td>$866.20</td>
</tr>
</tbody>
</table>

**PYMT BY VI XXXX**
- s.17(1) ($819.00)
- ($33.60)
- ($33.60)
- ($866.20)

**BALANCE CAD**
- $0.00

Checked Baggage
Max weight per bag 32 Kg (70lb). Max dimensions 158 cm (62in). Total weight not to exceed 96 Kg (211lb).
As well, Air Canada Elite, Super Elite and Prestige members in addition to Star Alliance Gold and Silver members maintain their current baggage allowance.


ETravel Advisories: http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Your Maritime Travel charges will show on your credit card statement similar to MT 11165156-163118464
MT = Maritime Travel
11165156 = invoice #
163118464 = ticket #

Whenever you are traveling on a flight operated by one of Air Canada's code share partners (shown on your itinerary as “operated by”), you may be subject to baggage restrictions that differ from those of Air Canada. For complete details on these baggage restrictions check http://www.aircanada.com/en/travelinfo/airport/codeshare.html

...AIRCANADA TICKET -0142163118464
...AIRCANADA CONFIRMATION -RABEY!
...GOVT ISSUED PHOTO ID REQUIRED FOR CHECK-IN
FOR AFTER HOURS EMERGENCY ASSISTANCE CALL 1-888-551-1181
FROM OUTSIDE NORTH AMERICA CALL COLLECT 001-902-423-3806
PLEASE VISIT OUR SITE FOR INFO ABOUT PROTECTING YOUR PERSONAL DATA
HTTP://WWW.MARITIMETRAVEL.CA/PRIVACY-POLICY
CHANGE/CANX PENALTY
CHECK IN 90 MIN PRIOR. BOARDING MAY BE DENIED IF LESS THAN 45 MINS
GOVT ISSUED PHOTO ID REQUIRED
WE RECOMMEND THAT YOU RECONFIRM YOUR FLIGHTS PRIOR TO DEPARTURE
FOR AFTER HOURS EMERGENCY ASSISTANCE CALL 1-888-551-1181
FROM OUTSIDE NORTH AMERICA CALL COLLECT 001-902-423-3806
PLEASE VISIT OUR SITE FOR INFO ABOUT PROTECTING YOUR PERSONAL DATA
HTTP://WWW.MARITIMETRAVEL.CA/PRIVACY-POLICY
CHANGE/CANX PENALTY
CHECK IN 90 MIN PRIOR. BOARDING MAY BE DENIED IF LESS THAN 45 MINS
GOVT ISSUED PHOTO ID REQUIRED
WE RECOMMEND THAT YOU RECONFIRM YOUR FLIGHTS PRIOR TO DEPARTURE

This receipt may be required at check in and must be presented to customs and immigration if requested. Carriage and other services provided by the carrier are subject to condition of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier.

**NOTICE**

For Emergency Travel Service:
- For Canada & USA: please call 1-888-551-1181 or 902-423-3806
- Outside Canada & USA: please call collect 902-423-3806
- Email: etc@maritimetravel.ca
**Boarding Pass**

**AIR CANADA**

**CANNON MARGARET**

**BUSINESS CLASS / CLASSE AFFAIRES**

ETKT0142162739047

**Flight / Vol:** AC 124

**From / De:** CALGARY

**12 JUN**

**Destination:** OTTAWA

**Boarding time / Heure d’embarquement:** 18:50

**Gate / Porte:** L55

**Seat / Place:** 02D

**Zone:** 1

**Airline use / Ausage interne:** 0009 WC100483

**Boarding Pass | Carte d’accès à bord**

---

**Security**

**Hand baggage (carry-on):**

Restrictions apply to liquids, gels, and aerosols in carry-on baggage.

For full details, please consult: [aircanada.com/security](https://aircanada.com/security)

**Passenger baggage must NOT contain dangerous goods such as:**

- Compressed gases (aerosols or oxygen cylinders), explosives (fireworks or ammunition), flammable solids or liquids (lighter fuels or matches), radioactive materials, oxidising material (bleach), corrosives (acids, alkalis, mercury or wet cell batteries), magnetized materials, poisons and infectious materials.

**Bags:**

**Hand baggage only** - please go directly to security clearance.

**Baggage to check in:** proceed to Kiosk (where available) or Air Canada Check-in Counter, in keeping with the following times:

<table>
<thead>
<tr>
<th>Flights within Canada:</th>
<th>Suggested times *</th>
<th>Accepted until *</th>
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</thead>
<tbody>
<tr>
<td>90 minutes</td>
<td>45 minutes</td>
<td></td>
</tr>
<tr>
<td>90 minutes</td>
<td>60 minutes</td>
<td></td>
</tr>
<tr>
<td>90 minutes</td>
<td>60 minutes</td>
<td></td>
</tr>
</tbody>
</table>

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**Boarding:**

Ensure you have your travel documents. Without them you may not be allowed to board your flight:

- government issued photo ID
- boarding pass

---

* You may reprint your boarding pass at a Self-service application.

* Check the departure screens at the airport to ensure the gate indicated on your boarding pass has not changed.

* If you are unable to travel, please return to the aircanada.com Check-in option, where you may cancel your check-in, subject to certain rules and restrictions.
<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Terminal ID</td>
<td>224 310 887</td>
</tr>
<tr>
<td>Passenger ID</td>
<td>45062946</td>
</tr>
<tr>
<td>Vehicle ID</td>
<td>6164</td>
</tr>
<tr>
<td>Driver ID</td>
<td>69651350</td>
</tr>
<tr>
<td>Trip Number</td>
<td>2205</td>
</tr>
<tr>
<td>Passengers</td>
<td>1</td>
</tr>
<tr>
<td>Date:</td>
<td>06-12-2016</td>
</tr>
<tr>
<td>Start Time:</td>
<td>16:27</td>
</tr>
<tr>
<td>End Time:</td>
<td>16:28</td>
</tr>
<tr>
<td>TIP Amount</td>
<td>$ 32.51</td>
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<tr>
<td>Service Fee Amount</td>
<td>$ 15.51</td>
</tr>
<tr>
<td>Tip Fee Amount</td>
<td>$ 4.89</td>
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<tr>
<td>Total</td>
<td>$ 53.93</td>
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<tr>
<td>Visa Sale</td>
<td></td>
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<tr>
<td>Approval Number</td>
<td>076423</td>
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</tbody>
</table>

***Passenger Copy***

Customer Service 1-800-485-2992
Inquiries@BlueLine.com
BlueLine
RECEIPT
GST NO. R122556194

EXIT NO. A5
IN: 26/12/16 18:11
OUT: 26/12/16 21:16
DURATION: 133:25
PAID: $58.70
(GST INCLUDED)
V T S A
s.17(1)

REF.
THANK YOU FOR YOUR VISIT

flyYYC YYC CALGARY INTERNATIONAL AIRPORT
Thank you for choosing the Ottawa Marriott Hotel for your recent stay.

As requested, below is a billing summary or adjustment for your stay. **If you have questions about your bill**, please contact the hotel directly at (613) 238-1122.

Make another reservation on Marriott.com >>

### Summary of Your Stay

**Hotel:** Ottawa Marriott Hotel  
**Address:** 100 Kent Street  
**City:** Ottawa  
**Provinace:** Ontario  
**Postal Code:** K1P 5R7  
**Country:** Canada  
**Phone:** (613) 238-1122

**Guest:** CANNON/MARGARET  
**Guest Number:** 3821  
**Marriott Rewards Number:** XXXX

**Dates of Stay:** Jun 12, 2016 - Jun 13, 2016  
**Room Number:** 1827  
**Group Number:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Reference</th>
<th>Charges</th>
<th>Credits</th>
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</thead>
<tbody>
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<td>06/12/16</td>
<td>ROOM</td>
<td>1827, 1</td>
<td>165.00</td>
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</tr>
<tr>
<td>06/12/16</td>
<td>ROOM HST</td>
<td>1827, 1</td>
<td>21.45</td>
<td></td>
</tr>
<tr>
<td>06/12/16</td>
<td>DM FEE</td>
<td>1827, 1</td>
<td>4.95</td>
<td></td>
</tr>
<tr>
<td>06/12/16</td>
<td>DMF HST</td>
<td>1827, 1</td>
<td>0.64</td>
<td></td>
</tr>
<tr>
<td>06/13/16</td>
<td>Payment - Visa</td>
<td>1827, 1</td>
<td></td>
<td>192.04</td>
</tr>
</tbody>
</table>

**Total Balance:** 0.00 CAD

Treat yourself to the comfort of Marriott Hotels in your home.

**Important Information**
Do Not Reply to this Email
This email is an auto-generated message. Replies to automated messages are not monitored. If you have any questions please contact the hotel directly at (613) 238-1122.

Why Have I Received this Email?
You have received this email because you requested during your stay to receive an electronic version of your bill by email.

Availability
Electronic versions of your hotel bill, available by email from our over 2,300 participating properties in the Marriott family of hotels in the USA and Canada, are emailed to you within 72 hours of check-out. These email messages reflect changes made to your bill up to 11pm on your day of departure. Any adjustments after that time may not be shown.

If you have received this email in error, please notify us.

Learn more about eFolio, receiving your hotel bills by email.

Authenticity of Bills
Marriott retains official records of all charges and credits to your account and will honor only those records.

Privacy
Your privacy is important to Marriott. For full details of our privacy policy, please visit our Privacy Statement.

Credit of Marriott Rewards Points
After a stay, it may take up to 7 days for Marriott Rewards points to be credited to your account.

Terms of Use: Privacy Statement ©1996-2012 Marriott International, Inc. All rights reserved. Marriott proprietary information. Operated by InnVest REIT under license from Marriott International, Inc. or one of its affiliates.
Proactive Disclosure of Expenses
Elizabeth Cannon, President and Vice-Chancellor
For the period of August 1, 2016 to September 30, 2016

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>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel to France to attend the Delegation of U15 Presidents and meeting with French Minister, Ambassador to Canada in France, Centre National de la Recherche scientifique (CNRS), Sorbonne Universities, Coordination des Universites de Recherche Francaises (CURIF), Grenoble Alps University, Minatec, Alumni Event. Strategic: CRef-U15, National Research Institute of Science and Technology for Environment and Agriculture (IRSTEA), Institute national de la Recherche Agronomique (INRA) and community member.</td>
<td>June 25 to July 1, 2016</td>
<td>Paris, France</td>
<td>Airfare*</td>
<td>$4,486.71</td>
<td>Airfare*: Booking Ref.: ZDL16G. Flight upgrades provided at no additional cost to the University.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Transport**</td>
<td>$200.45</td>
<td>Ground transportation**: Ground transportation to and from Calgary airport.</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>Hotel</td>
<td>$217.29</td>
<td>Other***: Travel Agency fee.</td>
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<td>Meals</td>
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<td>Other***</td>
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<td></td>
<td></td>
<td>Total</td>
<td>$4,938.05</td>
<td></td>
</tr>
</tbody>
</table>

Total: $4,938.05
**Maritime Travel**

We Know Travel Best.

**UNIVERSITY OF CALGARY**

**PRESIDENT**

**ADMINISTRATION 106**

**CALGARY AB CA**

**T2N 1N4**

---

This is your itinerary and invoice. For airline tickets, this is your e-ticket.

<table>
<thead>
<tr>
<th>Airline</th>
<th>Flight #</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart Date</th>
<th>Depart Time</th>
<th>Arrival Date</th>
<th>Arrival Time</th>
<th>Cabin Class</th>
<th>Flying Time</th>
<th>Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Canada</td>
<td>844</td>
<td>Calgary Intl Arpt (Calgary, AB)</td>
<td>Frankfurt Intl (Frankfurt) Terminal 1</td>
<td>Sat Jun 25</td>
<td>5:50 PM</td>
<td>Sun Jun 26</td>
<td>10:55 AM</td>
<td>P-Business Class (lowest)</td>
<td>9:05</td>
<td>02K</td>
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<tr>
<td>Deutsche Lufthansa AG</td>
<td>1034</td>
<td>Frankfurt Intl (Frankfurt) Terminal 1</td>
<td>Charles De Gaulle Intl Arpt (Paris) Terminal 1</td>
<td>Sun Jun 26</td>
<td>12:35 PM</td>
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<td>1:45 PM</td>
<td>P-Business</td>
<td>1:10</td>
<td>04A</td>
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<tr>
<td>Deutsche Lufthansa AG</td>
<td>1027</td>
<td>Charles De Gaulle Intl Arpt (Paris) Terminal 1</td>
<td>Frankfurt Intl (Frankfurt) Terminal 1</td>
<td>Fri Jul 1</td>
<td>9:20 AM</td>
<td>Fri Jul 1</td>
<td>10:35 AM</td>
<td>P-Business Class (lowest)</td>
<td>1:15</td>
<td>02F</td>
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<tr>
<td>Air Canada</td>
<td>845</td>
<td>Frankfurt Intl (Frankfurt) Terminal 1</td>
<td>Calgary Intl Arpt (Calgary, AB)</td>
<td>Fri Jul 1</td>
<td>1:30 PM</td>
<td>Fri Jul 1</td>
<td>3:00 PM</td>
<td>P-Business Class (lowest)</td>
<td>9:30</td>
<td>03K</td>
</tr>
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**Company** | **Reference Locator** | **Company** | **Loyalty #** | **Passenger** | **Airline** | **Ticket Number** | **Type** |
<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
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<td>AC</td>
<td>s.17(1)</td>
<td>CANNON/MARGARE</td>
<td>AC</td>
<td>0141613548365</td>
<td>E-Ticket</td>
</tr>
</tbody>
</table>

**Destination Services**

To review and book dinner reservations, tours, show tickets and more, click Destination Services — Destination Services is owned & operated independently from Maritime Travel.

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL.
AIR CANADA AIRFARE - TKT 0141613548365
TAX ON AIRFARE INCLUDES 5.0% GST
TAX ON AIRFARE INCLUDES 10.9621% OTHER
TAX ON AIRFARE TOTAL
MARTVL NON-REFUNDABLE TRANSACTION FEE
TAX ON FEE (1103524823)
TOTAL DUE CAD $4,520.31

PYMT BY AX XX 5.17(1) Apr 29 2016
PYMT BY AX XX: 5.17(1)
TOTAL PAID CAD ($4,486.71)
($33.60)
($4,520.31)

BALANCE CAD $0.00

For Emergency Travel Service:
- For Canada & USA: please call 1-888-661-1181 or 902-423-3806
- Outside Canada & USA: please call collect 902-423-3806
- Email: etc@maritimetravel.ca
# Sterling Limousine Inc.

151 Woodside Circle SW  
Calgary, AB  T2W 3K1  
Canada

## Invoice

- **Number:** 3658  
- **Date:** 7/4/2016  
- **Account No.:** s.17(1)

## Details

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Hours</th>
<th>Rate</th>
<th>Grat.</th>
<th>GST</th>
<th>Amount</th>
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<tbody>
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<td>04:00 pm - s.17(1) to Calgary Airport.</td>
<td></td>
<td>$83.00</td>
<td>✓</td>
<td>✓</td>
<td>$83.00</td>
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<td>07/01/2016</td>
<td>03:10 pm - Calgary Airport to s.17(1)</td>
<td></td>
<td>$83.00</td>
<td>✓</td>
<td>✓</td>
<td>$83.00</td>
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<td>Conf. # 019319</td>
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<tr>
<td></td>
<td>Paid by C.C. ***s.17(1) on July 7th, 2016</td>
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<table>
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<td>$24.90</td>
</tr>
<tr>
<td>GST 5.00% on $190.90</td>
<td></td>
<td>$9.55</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$200.45</td>
</tr>
</tbody>
</table>

## Payment

- **Amount Paid:** $200.45  
- **Amount Due:** $0.00

**GST No. 80552-2281 RT0001**

---

Making Service Taste Better...

- (I) WWW.STERLINGLIMO.CA  
- (E) INFO@STERLINGLIMO.CA  
- (P) 403.829.4706
<table>
<thead>
<tr>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>DÉBIT/CRÉDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>30/06/16</td>
<td>FORFAIT CANNON E</td>
<td>147.00</td>
</tr>
</tbody>
</table>

**Montant Total T.T.C.**

<table>
<thead>
<tr>
<th>VISA</th>
<th>147.00</th>
</tr>
</thead>
</table>

**Total à payer T.T.C.**

| 147.00   |
### Detail for Travel Expenses

<table>
<thead>
<tr>
<th>Type of Expense</th>
<th>Amount</th>
<th>Other Transport**</th>
<th>Hotel</th>
<th>Meals</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare*</td>
<td>$988.21</td>
<td>$58.70</td>
<td>$129.95</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$1,176.86</td>
</tr>
</tbody>
</table>

**Notes**
- Airfare*: Booking Ref.: ALJMSM. Flight upgrades provided at no additional cost to the University.
- Ground transportation**: Parking at Calgary airport.

**For**
Elizabeth Cannon, President and Vice-Chancellor

**Description/Purpose**
Travel to Toronto to attend the Canada First Research Excellence Fund (CFREF) Interview.

**Date**
July 16-17, 2016

**Destination**
Toronto, Ontario
Kim Bourque

From: Elizabeth Cannon
Sent: Saturday, July 09, 2016 9:44 PM
To: Ed McCauley
Cc: Kim Bourque; France Goulet
Subject: FW: Air Canada - 16-Jul: Calgary - Toronto (booking ref: ALJMSM) - seat selected

Ed – here are my flight details.

Kim – FYI for my expenses.

From: Air Canada [mailto:confirmation@aircanada.ca]
Sent: Saturday, July 09, 2016 9:40 PM
To: Elizabeth Cannon <cannon@ucalgary.ca>
Subject: Air Canada - 16-Jul: Calgary - Toronto (booking ref: ALJMSM) - seat selected

****** PLEASE DO NOT REPLY TO THIS E-MAIL ******

AIR CANADA ✪

Itinerary/Receipt
Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Access your personalized Air Canada travel information

View your planner > Opens in New Window
Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact:
Dr Margaret E Cannon

Online Services

Manage my booking online (view/change my booking; select seats*).
Request an upgrade
Select Seats
Maple Leaf Lounge | Meal Vouchers | On My Way
Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

<table>
<thead>
<tr>
<th>Flight</th>
<th>From</th>
<th>To</th>
<th>Stops</th>
<th>Duration</th>
<th>Aircraft</th>
<th>Fare Type</th>
<th>Meal</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC1165</td>
<td>Toronto, Pearson Int'l (YYZ)</td>
<td>Calgary (YYC)</td>
<td>Sun 17-Jul 2016 19:50 - Terminal 1 Sun 17-Jul 2016 22:04</td>
<td>0</td>
<td>4hr14</td>
<td>321</td>
<td>Flex Opens in New Window , W</td>
</tr>
</tbody>
</table>

Food for purchase on board All Air Canada Café purchases made on board Air Canada and Air Canada rouge flights, as well as on Air Canada Express flights operated by Jazz, are payable only with Visa, MasterCard and American Express credit cards.

Passenger Information

1: Dr Margaret E Cannon : Adult (16+), Ticket Number: 0142164740314
Electronic Ticketing confirmed. This is your official
itinerary/receipt.
Main Contact:
Dr Margaret E Cannon
s.17(1)

Online Services

Manage my booking online (view/change my booking; select
seats*).
Request an upgrade
Select Seats
Maple Leaf Lounge | Meal Vouchers | On My Way
Alert me of flight status changes directly to my mobile phone or
e-mail.
Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

<table>
<thead>
<tr>
<th>Flight</th>
<th>From</th>
<th>To</th>
<th>Stops</th>
<th>Duration</th>
<th>Aircraft</th>
<th>Fare Type</th>
<th>Meal</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC134</td>
<td>Calgary</td>
<td>Toronto,</td>
<td>0</td>
<td>3hr43</td>
<td>320</td>
<td>Flex Opens in</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(YYC)</td>
<td>Pearson Int'l</td>
<td></td>
<td></td>
<td></td>
<td>New Window, W</td>
<td>$F</td>
</tr>
<tr>
<td></td>
<td>Sat 16-Jul</td>
<td>Sat 16-Jul</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>2016</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>17:50</td>
<td>23:33 -</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Terminal 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AC1165</td>
<td>Toronto,</td>
<td>Calgary</td>
<td>0</td>
<td>4hr14</td>
<td>321</td>
<td>Flex Opens in</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pearson Int'l</td>
<td>(YYC)</td>
<td></td>
<td></td>
<td></td>
<td>New Window, W</td>
<td>$F</td>
</tr>
<tr>
<td></td>
<td>Sun 17-Jul</td>
<td>Sun 17-Jul</td>
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<tr>
<td></td>
<td>2016</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>19:50 -</td>
<td>22:04</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Terminal 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

$F: Food for purchase on board All Air Canada Café purchases made on board Air Canada
and Air Canada rouge flights, as well as on Air Canada Express flights operated by Jazz,
are payable only with Visa, MasterCard and American Express credit cards.

Passenger Information

1: Dr Margaret E Cannon : Adult (16+), Ticket Number: 0142164740314

2
Air Canada - 
Aeroplan : 

Meal Preference : 

Payment Card: 
xxxx-xxxx-xxxx-xxxx  

Special Needs: 
None 

Seat Selection: 
AC134 13C (Preferred), AC1165 13C (Preferred) 

Purchase Summary

Fare Summary
Passenger Type

Air Transportation Charges
Departing Flight - Flex  
382.00
Return Flight - Flex 
412.00

Surcharges
76.00

Taxes, Fees and Charges
Canada Airport Improvement Fee  
55.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 
45.71
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001) 
3.25
Air Travellers Security Charge (ATSC) 
14.25

Total before options (per passenger) 
988.21

Number of passengers 
x 1

Total with options 
988.21
Travel Insurance (declined) 
0.00

Grand Total - Canadian dollars 
$988.21

Payment Information

Credit/Debit Card xxxxx-xxxx-xxxx-xxxx: 

s.17(1) - Amount paid: $988.21

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: $988.21 (Air Transp. Charges - per ticket)

Ticket number(s): 0142164740314

Fare Rules

Departing Flight Calgary (YYC) To Toronto (YYZ) - Flex

Return Flight Toronto (YYZ) To Calgary (YYC) - Flex

3
Changes:
- Prior to day of departure - **Change fee** per direction, per passenger, is $75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of $75 CAD/USD per direction, per passenger (subject to availability). **Same-day flights only**.
- **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable and non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited. **Customers who no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will provide a full refund without penalty when you cancel a new ticket (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

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

**Baggage Allowance and Fees**

Prepare your checked and carry-on baggage with the help of our **Baggage Guide Opens in New Window**.

**Carry-on Baggage Opens in New Window**

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 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]). Maximum weight for each item is 10 kg (22 lb). View more details Opens in New Window.

**Checked Baggage Opens in New Window**

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight : Calgary (YYC) To Toronto (YYZ) - Flex**
**CANNON MARGARET**
**BUSINESS CLASS / CLASSE AFFAIRES**
ETKT0142164740314

**Frequent Flyer / Voyager assidu**
S100K

**Flight / Vol**
AC 134
**From / De**
CALGARY

**Destination**
TORONTO

**Boarding time / Heure d’embarquement** 17:20
**Gate / Porte** 56
**Seat / Place** 02D
**Zone** 1

**Departure Time / Heure de départ** 17:50
**Remarks / Observations** ACMM

**Airline use / Usage interne** 0046 WC100406

---

*You may reprint your boarding pass at a Self-service application.*
*Check the departure screens at the airport to ensure the gate indicated on your boarding pass has not changed.*
*If you are unable to travel, please return to the aircanada.com Check-in option, where you may cancel your check-in, subject to certain rules and restrictions.*

---

**Bags:**

**Hand baggage only** - please go directly to security clearance.

**Baggage to check in:** proceed to Kiosk (where available) or Air Canada Check-in Counter, in keeping with the following times:

<table>
<thead>
<tr>
<th>Flights within Canada:</th>
<th>Suggested times *</th>
<th>Accepted until *</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 minutes</td>
<td>45 minutes</td>
<td></td>
</tr>
<tr>
<td>90 minutes</td>
<td>60 minutes</td>
<td></td>
</tr>
<tr>
<td>90 minutes</td>
<td>60 minutes</td>
<td></td>
</tr>
</tbody>
</table>

* prior to departure time

---

**Security**

**Hand baggage (carry-on):**
Restrictions apply to liquids, gels and aerosols in carry-on baggage.

For full details, please consult: [aircanada.com/security](http://aircanada.com/security)

**Passenger baggage must NOT contain**
- Compressed gases (aerosols or oxygen cylinders), explosives (fireworks or ammunition), flammable solids or liquids (lighter fuels or matches), radioactive materials, oxidizing material (bleach), corrosives (acids, alkalis, mercury or wet cell batteries), magnetized materials, poisons and infectious materials.

---

**Our best tip before your trip:**
Download the CATSA app now!
CANNON MARGARET
BUSINESS CLASS / CLASSE AFFAIRES
ETKT0142164740314
Frequent Flyer / Voyageur assidu
S100K

Flight / Vol
AC1165 17 JUL
From / De TORONTO
Destination CALGARY

Boarding time / Heure d'embarquement 19:15
Gate / Porte D40
Seat / Place 2D
Zone 1

Departure Time / Heure de départ 19:50
Remarks / Observations ACMM

Airline use / Ausage interne 0065 MCI00095

Boarding Pass | Carte d'accès à bord

AIR CANADA
A STAR ALLIANCE MEMBER
MEMBRE DU RÉSEAU STAR ALLIANCE
RECEIPT
GST NO. R122556194

EXIT No. A5
IN: 07/16/16 16:45
OUT: 07/17/16 22:17
DURATION: 1 05: 32
PAID: $ 58.70
(GST INCLUDED)
VISA
s.17(1)

REF. 37
THANK YOU FOR YOUR VISIT
Four Points Toronto Airport
6257 Airport Road
Mississauga, ON L4V 1E4
Canada
Tel: 905-678-1400 Fax: 905-678-9130

Elizabeth Cannon
UNIVERSITY OF CALGARY
Canada

Page Number: 1
Guest Number: 627167
Folio ID: A
Arrive Date: 16-JUL-16 00:04
Depart Date: 17-JUL-16 13:52
No. Of Guest: 1
Room Number: 119
Club Account: SPG - Cxxx

Tax ID: 79155 9321 RT0001
FP Toronto Airport 17-JUL-16 13:52 MARIGOM

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Reference</th>
<th>Description</th>
<th>Charges (CAD)</th>
<th>Credits (CAD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-JUL-16</td>
<td>03:49</td>
<td>RT119</td>
<td>Room Charge</td>
<td>115.00</td>
<td></td>
</tr>
<tr>
<td>16-JUL-16</td>
<td>03:49</td>
<td>RT119</td>
<td>Harmonized Sales Tax</td>
<td>14.95</td>
<td></td>
</tr>
<tr>
<td>17-JUL-16</td>
<td>13:52</td>
<td>VI</td>
<td>Visa</td>
<td></td>
<td>-129.95</td>
</tr>
</tbody>
</table>

** Total 129.95  -129.95

*** Balance 0.00

HST Summary for your stay:

<table>
<thead>
<tr>
<th>Revenue HST:</th>
<th>Amount (CAD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room Revenue HST:</td>
<td>14.95</td>
</tr>
<tr>
<td>Food &amp; Beverage HST:</td>
<td>0.00</td>
</tr>
<tr>
<td>Phone/Fax/Copy Services HST:</td>
<td>0.00</td>
</tr>
<tr>
<td>Other Revenue HST:</td>
<td>0.00</td>
</tr>
<tr>
<td>Total HST for your stay:</td>
<td>14.95</td>
</tr>
</tbody>
</table>

As a Starwood Preferred Guest you have earned at least 230 Starpoints for this visit Cxxx

Tell us about your stay. www.fourpoints.com/reviews
### Proactive Disclosure of Expenses

Elizabeth Cannon, President and Vice-Chancellor
For the period of August 1, 2016 to September 30, 2016

---

**Detail for Non-Travel Expenses**

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 4 Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
</tr>
<tr>
<td>Description/Purpose</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Destination</td>
</tr>
<tr>
<td>Type of Expense</td>
</tr>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Notes</td>
</tr>
</tbody>
</table>
Purchase

SCotiABANK VISA
XXXXXXX
AID: A000000081010
Entry Method: Chip

CHECK # 83787      DATE 6/06/16
TABLE # 17        TIME 8:22AM
**************************
DUPLICATE CHECK ******
**************************

--- COURTYARD : MILENA ---

ITEMS ORDERED        AMOUNT
1 OMELET             12.00
1 TOAST              2.95
1 MUFFIN             1.49
1 2FRUIT PLATS       12.00
3 COFFEE             9.00

SUBTOTAL            38.14

GST                 1.91

TOTAL DUE           40.05

# OF GUESTS 7

Gratuity

Total

Print Name

Room #

Signature

GST# 82550 2917 RT0001
## Proactive Disclosure of Expenses

Elizabeth Cannon, President and Vice-Chancellor  
For the period of August 1, 2016 to September 30, 2016

---

### Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 5 Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Elizabeth Cannon, President and Vice-Chancellor</td>
</tr>
<tr>
<td>Description/Purpose</td>
<td>Parking while attending various meetings and events on behalf of the University.</td>
</tr>
<tr>
<td>Date</td>
<td>June 21 to July 14, 2016</td>
</tr>
<tr>
<td>Destination</td>
<td>Calgary, Alberta</td>
</tr>
<tr>
<td>Type of Expense</td>
<td>Meals</td>
</tr>
<tr>
<td>Amount</td>
<td>$0.00</td>
</tr>
<tr>
<td>Notes</td>
<td></td>
</tr>
</tbody>
</table>
DISPLAY TICKET ON DASH

08:54 AM
JUN 21, 2016

Purchase Date/Time: 07:24am Jun 21, 2016
Total Parking: $15.00
Total FEDERAL: $0.75
Total Due: $15.75
Total Paid: $15.75
Rate: 1 HOUR AND 30 MIN
Payment Type: Card
Ticket #: 01650440
S/N #: 20001176042
Lot: Lot 274
Lot Name: Lot 274

---

RECEIPT

Purchase Date/Time: 07:24am Jun 21, 2016
Total Parking: $15.00
Total FEDERAL: $0.75
Total Due: $15.75
Total Paid: $15.75
Rate: 1 HOUR AND 30 MIN
Payment Type: Card
Ticket #: 01650440
S/N #: 20001176042
Lot: Lot 274
Lot Name: Lot 274

---

Visa
1

Auth #: 003050

GST REG #R102465000
KING AUTHORITY (403) 537-7000

Terminal: 852
Plate: s.17(1)

Valid through:
THURSDAY 23 JUN 16
6:01 AM

AMOUNT PAID: $4.50 (GST incl.)
START TIME: 6/22/2016 5:37 PM

CALGARY PARKING

Zone: Lot 60 : 9060
s.17(1)

g & Tire Inflation Services (403) 537-7006
FREE Battery Boost

Auth No: 065573
RECEIPT NO: 95192
BOW VALLEY SQUARE
RECEIPT C2

ENTRY TIME:
04.07.16  11:47
EXIT TIME:
04.07.16  13:32
PARK-DUR.: HRS:MIN
0:01:45
AMOUNT:
$ 25.20

KIND OF PAYMENT:
VISA
XXXXXXXXXX) s.17(1)

REF. 37

IMPARK THANKS YOU
DISPLAY TICKET ON DASH

05:35 PM
JUL 13, 2016

Purchase DateTime: 02:35pm Jul 13, 2016
Total Parking: $16.00
Total FEDERAL: $0.80
Total Due: $15.60
Total Paid: $16.60
Ticket #: 10733240
PO #: 300011170042
Setting: Lot 274
Payment Name: Lot 274-1

S.17( Visa
11

Auth #: 054266

GST REG #RX24666000

RECEIPT

Expiration DateTime: 05:35pm Jul 13, 2016
Purchase DateTime: 02:35pm Jul 13, 2016
Total Parking: $16.00
Total FEDERAL: $0.80
Total Due: $15.60
Total Paid: $16.60
Ticket #: 10733240
Setting: Lot 274
Payment Name: Lot 274-1

S.17( Visa
11

Auth #: 054266
ITHORITY (403) 537-7000  CALGARY PARKING A

Terminal: 610
s.17(1)

3 Hour Short Stay Zone 9236
s.17(1)

Valid through:
THURSDAY 14 JUL 16
4:24 PM

AMOUNT PAID: $11.50  (GST incl.)
START TIME: 7/14/2016 2:29 PM
AUTH No: 090499
RECEIPT NO: 79275

inflation Services (403) 537-7000  FREE Battery Boosting & Tire
### Non-Travel Expenses-Item 6 Detail

<table>
<thead>
<tr>
<th>For</th>
<th>Elizabeth Cannon, President and Vice-Chancellor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description/Purpose</td>
<td>Lunch meeting with community member, Cannon plus 1.</td>
</tr>
<tr>
<td>Date</td>
<td>July 4, 2016</td>
</tr>
<tr>
<td>Destination</td>
<td>Calgary, Alberta</td>
</tr>
<tr>
<td>Type of Expense</td>
<td>Meals</td>
</tr>
<tr>
<td>Amount</td>
<td>$75.41</td>
</tr>
<tr>
<td></td>
<td>Parking</td>
</tr>
<tr>
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<td>$0.00</td>
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<tr>
<td></td>
<td>Other</td>
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<tr>
<td></td>
<td>Total</td>
</tr>
<tr>
<td></td>
<td>$75.41</td>
</tr>
</tbody>
</table>

Notes

---

Proactive Disclosure of Expenses
Elizabeth Cannon, President and Vice-Chancellor
For the period of August 1, 2016 to September 30, 2016
Calgary Petroleum Club

-------- Chit Details --------

Member: s.17(1) Cannon, Dr. Elizabeth
Server: Renfrew Room
Area: Renfrew Lounge
Table#: 18  Covers: 2
Chit #: 06050524  Date: Jul 4/16  Time: 12:50pm

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 GR-Chop, Chop Cobb</td>
<td>1</td>
<td>21.50</td>
</tr>
<tr>
<td>1 Soup of the Day SM</td>
<td>1</td>
<td>6.50</td>
</tr>
<tr>
<td>1 GR-Caesar Salad</td>
<td>1</td>
<td>20.50</td>
</tr>
<tr>
<td>1 Perrier Small</td>
<td>1</td>
<td>3.85</td>
</tr>
<tr>
<td>2 Latte</td>
<td>2</td>
<td>10.10</td>
</tr>
<tr>
<td>1 Glass Water</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

--------

Sub-Total: 62.45
Service Charge: 9.37
GST# 106830938: 3.59
-------

Our GST/HST# is 106830938

--------

Member’s Number

--------

Member’s Signature

--------

Upcoming Stampede Events
Cole Malone - Lunch and a Show
Monday July 11, Tuesday July 12.
Spaghetti Western - July 12th evening - featuring Swanee
For more information or to make a reservation please call Tonja
(403) 260-6364 or email at cpcevent@calpeteclub.com

-------- End of Chit --------
Proactive Disclosure of Expenses
Elizabeth Cannon, President and Vice-Chancellor
For the period of August 1, 2016 to September 30, 2016

Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 7 Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
</tr>
<tr>
<td>Description/Purpose</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Destination</td>
</tr>
<tr>
<td>Type of Expense</td>
</tr>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Notes</td>
</tr>
</tbody>
</table>
**SALE**

**PHILS RESTAURANT**  
NORTH HILL  
2312 16 AVE NW  
CALGARY AB T2M 0M5  
(403) 284-9696

**MID:** 5760139  
**TID:** B5760139  
**REF#:** 00000000  
**Batch #:** 279  
**SEQ:** 279001001008  
**07/06/16**  
**08:43:43**  
**CVC:** Y  
**APPR CODE:** 021362  
**VISA**  
**s.17(1)**

---

**CHECK # 53917**  
**DATE:** 7/06/16  
**TABLE #:** 3  
**TIME:** 7:43AM

---

**-- DINING : Marion**

**ITEMS ORDERED**  
**AMOUNT**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 HAM &amp; EGGS</td>
<td>11.55</td>
</tr>
<tr>
<td>1 MUSHROOM CHEESE OMELETTE</td>
<td>12.35</td>
</tr>
<tr>
<td>1 FRESH FRUIT &amp; TOAST</td>
<td>10.55</td>
</tr>
<tr>
<td>1 ADD GREEN PEPPER +.45</td>
<td>0.45</td>
</tr>
<tr>
<td>1 ADD ONIONS</td>
<td>0.25</td>
</tr>
<tr>
<td>1 ADD TOMATOS +.55</td>
<td>0.55</td>
</tr>
<tr>
<td>3 COFFEE</td>
<td>8.85</td>
</tr>
<tr>
<td>1 TOMATO SLICES +1.05</td>
<td>1.05</td>
</tr>
<tr>
<td>1 NAPPY FRESH FRUIT -SUB- +2.80</td>
<td>2.80</td>
</tr>
</tbody>
</table>

---

**SUBTOTAL**  
**48.40**

**TAX**  
**2.43**

---

**TOTAL DUE**  
**50.83**

---

**PHIL'S**  
2312 16 Ave NW  
(403) 284-9696  
GST # 139374094RT001
## Proactive Disclosure of Expenses

Elizabeth Cannon, President and Vice-Chancellor  
For the period of August 1, 2016 to September 30, 2016

### Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 8 Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>For</strong></td>
</tr>
<tr>
<td><strong>Description/Purpose</strong></td>
</tr>
<tr>
<td><strong>Date</strong></td>
</tr>
<tr>
<td><strong>Destination</strong></td>
</tr>
<tr>
<td><strong>Type of Expense</strong></td>
</tr>
<tr>
<td><strong>Amount</strong></td>
</tr>
</tbody>
</table>
Kim Bourque

orders@catertrax.com on behalf of University of Calgary Food Services
<orders@catertrax.com>

Sent: Wednesday, August 17, 2016 8:08 AM
To: Kim Bourque
Subject: Thank you for your business

Tracking Message for order 9742

Date: 8/17/2016 / Time: 8:08 AM
Order has been marked as processed by admin: Rajika.Datta | Processed email with site surveys sent

PLEASE CLICK HERE TO FILL OUT A QUICK SURVEY ABOUT YOUR EVENT

Dear Kim Bourque,

Thank you for selecting University of Calgary Food Services to cater your important event. We sincerely hope that all of your expectations were exceeded. If you have any questions, by all means, please do not hesitate to call us at (403) 220-6290 (403) 220-3987.

Order # 9742

Pick-up/ Delivery Date: 8/16/2016
Room Access Time: 11:30 AM
Set and Ready Time: 11:45 AM
Food Clean-up Time: 4:00 PM

Order Total: $274.89
Grand total may be adjusted to accommodate any special requests. Click here to print or view an up to date version of this Order.

University of Calgary Food Services
2500 University Drive Northwest
Office DC110, Calgary, AB T2N 1N4
(403) 220-6290
(403) 220-3987
Order Name: **Office of the President- VIP**

**UNIVERSITY OF CALGARY**
Food Services
T2N 1N4
(403) 220-6290
(403) 220-3887

**Customer Information**

First Name: Kim  
Last Name: Bourque  
Address: 2500, University Dr, NW  
City: Calgary  
Province: AB  
Postal Code: T2N 1N4  
Department: Office of the President  
Email: kim.bourque@ucalgary.ca  
Phone: 403 220 5671  

**Delivery / Pickup Information**

Select Location: University of Calgary Food Services  
Method: Drop Off  
Event Coordinator: Rajika Datta  
Delivery Contact: Kim Bourque  
Company: Office of the President  
Address: 2500, University Dr, NW  
City: Calgary  
State: AB  
Zip Code: T2N 1N4  
Serviceware: China  
Delivery Phone: 403 220 5671  
: kim.bourque@ucalgary.ca  
Building: OTHER-ON APPROVAL  
Room # / Name: TAYLOR INSTITUTE-230  
Number of Food Tables in Room: -  
Type of Food Tables in Room: -  

**Event Information**

Guest Count: 7  
Pick-up/ Delivery Date: Tuesday, 8/16/2016  
Room Access Time: 11:30 AM  
Time: 11:45 AM
** Catering Notes **

** VIP - The president, provost, acting VP research and guests from University of Montreal will be in attendance **

<table>
<thead>
<tr>
<th>Time</th>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:30 AM - ROOM ACCESS</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>11:45 AM - LUNCH SET AND READY</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>12:00 PM - EVENT STARTS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:45 PM - BEVERAGES SET AND READY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:00 PM - CLEAN UP</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

** CHINA - FOR ALL SERVICES **

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>China service - minimum charge</td>
<td>1</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

** SERVICE 1 **

** SERVICE TIME 11:45 AM **

San Fransisco Artisan Sandwich Platter

Platter includes:
- Smoked Turkey Sandwich with Smoked Turkey Breast, Bacon, and Cranberry Spread on a Dark Malted Wheat Sasquatch Loaf
- Black Forest Ham and Swiss Sandwich with Black Forest Ham with Pineapple Aioli on a Sourdough Garlic Loaf
- Cured Pastrami with Dijon Charred Onion and Sour Cabbage on Russian Black Rye Loaf
- Chive Chicken Salad with Grilled Eggplant and Asiago Cheese on a Rosemary Loaf
- Roasted Zucchini and Feta with Roma Brochette on a Sourdough Olive Loaf

- Full (serves 10 people) - per platter
- (Sandwich Platter) - Add $75.00

<table>
<thead>
<tr>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$75.00</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

** SERVICE TIME 11:45 AM **

<table>
<thead>
<tr>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$47.00</td>
<td>$47.00</td>
</tr>
<tr>
<td>Item</td>
<td>Qty</td>
<td>Price</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-----</td>
<td>-------</td>
</tr>
<tr>
<td>Fresh Sliced Fruit Tray Platter - Full (serves 10-12 people) - per platter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Time 11:45 AM French Pastries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Includes, Macaroons, Mini Cheese Cakes, Cannelloni, Proliferos, Mini Eclairs, Mini Chocolate Mousse Cakes, Mini Mango Mousse Cakes, and Mini Custard Tarts.</td>
<td>7</td>
<td>$3.00</td>
</tr>
<tr>
<td>Service Time 11:45 AM Coffee Selection - 100% Columbian 10 cup urn</td>
<td>1</td>
<td>$17.50</td>
</tr>
<tr>
<td>Service Time 11:45 AM Beverages - Tega Fairtrade Organic Tea - per bag</td>
<td>3</td>
<td>$2.00</td>
</tr>
<tr>
<td>Service Time 11:45 AM Beverages - Pitchers of water (Serves 8) - each</td>
<td>2</td>
<td>$2.00</td>
</tr>
<tr>
<td>* PLEASE ENSURE IN A DISPENSER *</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Time 1:45 PM Beverages - Pitchers of water (Serves 8) - each</td>
<td>2</td>
<td>$2.00</td>
</tr>
<tr>
<td>* PLEASE ENSURE IN A DISPENSER *</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Time 1:45 PM Coffee Selection - 100% Columbian 10 cup urn</td>
<td>1</td>
<td>$17.50</td>
</tr>
<tr>
<td>Service Time 1:45 PM Beverages - Tega Fairtrade Organic Tea - per bag</td>
<td>3</td>
<td>$2.00</td>
</tr>
<tr>
<td>Service Time 1:45 PM Scratch Made Cookies - Assortment of all flavors - each</td>
<td>10</td>
<td>$1.50</td>
</tr>
</tbody>
</table>
### Order Totals

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub Total</td>
<td>$238.00</td>
</tr>
<tr>
<td>Administrative Fee</td>
<td>$5.95</td>
</tr>
<tr>
<td>Service Fee</td>
<td>$17.85</td>
</tr>
<tr>
<td>GST</td>
<td>$13.09</td>
</tr>
<tr>
<td><strong>Order Total</strong></td>
<td>$274.89</td>
</tr>
</tbody>
</table>

### Payment Summary

Payment: Kim Bourque - VISA  
9/17/2016 10:08:15 AM  
Balance Due: $0.00

Special Instructions

Order #9742
### Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Type of Expense</th>
<th>Meals</th>
<th>Parking</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$127.50</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$127.50</td>
</tr>
</tbody>
</table>

**For**
Elizabeth Cannon, President and Vice-Chancellor

**Description/Purpose**
Lunch meeting with community members, Cannon plus 5.

**Date**
August 17, 2016

**Destination**
Calgary, Alberta
Sold to: UofC~President's Office  
Kathy McNaught  
Room A100, Admin Building  
2500 University Dr. NW  
Calgary, AB T2N1NY  

Notes: Delivery 11:45 AM Wednesday  
Admin Bldg - Room A100-A  
UofC campus  
Kim Bourque is the contact  
403-220-5617

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
<th>Tax</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sand</td>
<td>6</td>
<td>ea</td>
<td>Deli. Sandwich</td>
<td>8.75</td>
<td>52.50</td>
<td></td>
</tr>
<tr>
<td>Fr &amp; Cheese</td>
<td>6</td>
<td>ea</td>
<td>Deli. Fruit and Cheese Tray</td>
<td>6.50</td>
<td>39.00</td>
<td></td>
</tr>
<tr>
<td>Dessert</td>
<td>6</td>
<td>ea</td>
<td>Deli. Dessert Tray Assorted</td>
<td>3.50</td>
<td>21.00</td>
<td></td>
</tr>
<tr>
<td>Weekday</td>
<td>1</td>
<td>Each</td>
<td>Weekday Delivery</td>
<td>15.00</td>
<td>15.00</td>
<td></td>
</tr>
</tbody>
</table>

Terms: Net 15. Due Sep 01, 2016.  
Comment: Customers are responsible to ensure the return of borrowed

**INVOICE TOTAL:** 127.50
CARDHOLDER WILL PAY
CARD ISSUER ABOVE AMOUNT
PURSUANT TO CARDHOLDER
AGREEMENT.

MERCHAND COPY

LAZY LOAF AND KETTLE
200 8 PARKDALE CRES NW
CALGARY AB

CARD TYPE VISA
DATE 2016/08/17
TIME 4475 08:03:03
RECEIPT NUMBER
M65045378-001-001-127-0

PURCHASE TOTAL
$127.50

APPROVED
AUTH# 082113 01-027
THANK YOU

CARDHOLDER WILL PAY
CARD ISSUER ABOVE AMOUNT
PURSUANT TO CARDHOLDER
AGREEMENT.

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
Proactive Disclosure of Expenses
Elizabeth Cannon, President and Vice-Chancellor
For the period of August 1, 2016 to September 30, 2016

### Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 10 Detail</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>For</strong></td>
<td>Elizabeth Cannon, President and Vice-Chancellor</td>
</tr>
<tr>
<td><strong>Description/Purpose</strong></td>
<td>Lunch meeting with community members, Cannon plus 5.</td>
</tr>
<tr>
<td><strong>Date</strong></td>
<td>August 23, 2016</td>
</tr>
<tr>
<td><strong>Destination</strong></td>
<td>Calgary, Alberta</td>
</tr>
<tr>
<td><strong>Type of Expense</strong></td>
<td>Meals</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>$118.00</td>
</tr>
<tr>
<td><strong>Notes</strong></td>
<td></td>
</tr>
</tbody>
</table>
## Invoice

**Invoice No.:** 271152  
**Date:** Aug 23, 2016  
** quoting number:**

**Sold to:** UofC~President's Office  
Kathy McNaught  
Room A100, Admin Building  
2500 University Dr. NW  
Calgary, AB T2N1NY  

**Notes:**  
Delivery 11:45 AM Tuesday  
Room A100 A - Admin Bldg  
Kim Bourque 403-220-5617

---

**GST No.:** 86636 3652 RT0001  

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
<th>Tax</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sand</td>
<td>5</td>
<td>ea</td>
<td>Deli..Sandwich - NO PORK</td>
<td>8.75</td>
<td></td>
<td>43.75</td>
</tr>
<tr>
<td>Sand GF</td>
<td>1</td>
<td>Each</td>
<td>Gluten Free Sandwich - NO PORK</td>
<td>9.75</td>
<td></td>
<td>9.75</td>
</tr>
<tr>
<td>Veg Dip</td>
<td>6</td>
<td>ea</td>
<td>Veggie Tray with Dip</td>
<td>4.75</td>
<td></td>
<td>28.50</td>
</tr>
<tr>
<td>Dessert</td>
<td>6</td>
<td>ea</td>
<td>Deli..Dessert Tray Assorted</td>
<td>3.50</td>
<td></td>
<td>21.00</td>
</tr>
<tr>
<td>Weekday</td>
<td>1</td>
<td>Each</td>
<td>Weekday Delivery</td>
<td>15.00</td>
<td></td>
<td>15.00</td>
</tr>
</tbody>
</table>

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**Terms:** Net 15. Due Sep 07, 2016.  
**Comment:** Customers are responsible to ensure the return of borrowed

**Invoice Total:** 118.00
LAZY LOAF AND KETTLE
200 8 PARKDALE CRES NW
CALGARY AB

CARD ********** s.17(1)
CARD TYPE VISA
DATE 2016/08/23
TIME 2564 08:35:19
RECEIPT NUMBER M85045378-001-001-529-0

-------------------
PURCHASE TOTAL $118.00
-------------------

APPROVED
AUTH# 016539 01-027
THANK YOU

CARDHOLDER WILL PAY
CARD ISSUER ABOVE AMOUNT
PURSUANT TO CARDHOLDER
AGREEMENT.

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS