



Proactive Disclosure of Expenses

Dru Marshall, Provost and Vice-President (Academic)

For the period August 1, 2014 to September 30, 2014

Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	July 17-21, 2014	Travel to China to attend meetings with representatives from Chinese Universities as part of the University of Calgary's International Strategy.	\$5,671.68
2.	August 28, 2014	Purchase Air Canada Flight Pass - Western Commuter, Latitude, 10 credits.	\$4,200.00
3.	September 3, 2014	Travel to Edmonton to meet with Assistant Deputy Minister of Innovative & Advanced Education.	\$316.14

Non-Travel Expenses			
Item #	Date	Description	Amount
4.	September 8, 2014	Parking while attending meeting in Calgary.	\$24.00

Detail for Travel Expenses

Travel Expenses-Item 1 Detail						
For	Dru Marshall, Provost and Vice-President (Academic)					
Description/Purpose	Travel to China to attend meetings with representatives from Chinese Universities as part of the University of Calgary's International Strategy.					
Date	July 17-21, 2014					
Destination	Harbin, China					
Type of Expense	Airfare*	Other Transport**	Hotel	Meals	Other***	Total
Amount	\$3,716.06	\$55.00	\$1,529.22	\$0.00	\$371.40	\$5,671.68
Notes	Airfare*: Includes flights from Calgary to Beijing and return, as well as flights from Beijing to Harbin, and return while in China. Booking Reference: LTHDER Other Transport**: Travel to and from Calgary Airport Other***: Includes Chinese Visa fee, as well as travel agency fee and flight change fee. Booking Reference: LTHDER					

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: LTHDER

Name: Dr Dru Marshall
E-mail: s. 17(1)
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
AC207	Calgary (YYC)	Vancouver (YVR)	E90	Z	Confirmed
	Sun 13-Jul 2014 09:00	Sun 13-Jul 2014 09:29 - TERMINAL M -MAIN			
Seat number(s) requested: 2A					
AC29	Vancouver (YVR)	Beijing (PEK)	77W	P	Confirmed
	Sun 13-Jul 2014 12:10 - TERMINAL M -MAIN	Mon 14-Jul 2014 14:10 - TERMINAL 3			
Seat number(s) requested: 6A					
AC30	Beijing (PEK)	Vancouver (YVR)	77W	P	Confirmed
	Mon 21-Jul 2014 16:05 - TERMINAL 3	Mon 21-Jul 2014 11:20 - TERMINAL M -MAIN			
Seat number(s) requested: 6A					

Flight	From	To	Aircraft	Booking class	Status
AC214	Vancouver (YVR)	Calgary (YYC)	E90	Z	Confirmed
	Mon 21-Jul 2014 13:00 - TERMINAL M -MAIN	Mon 21-Jul 2014 15:25			

Seat number(s) requested: 3A

Passenger Information

		Passenger 1	
Name:	Dr Dru Marshall	Ticket number:	014 2132 951637
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number:	s. 17(1)

Purchase Summary

Passenger: 1 Ticket number 014 2132 951637

Date of issue	02-Apr 2014
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	2,918.00
Taxes, Fees & Charges	
Canada Security Charge (CA)	25.91
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.50
Combined Taxes *see fare calculation below (XT)	376.27
Total Fare in Canadian dollars:	3,321.68
Options	
Change fee in Canadian dollars	250.00
Ticket particularities: NONREF/CHGFEE	

**Fare calculation:*
 13JUL14YYC AC X/YVR AC BJS Q13.57R1306.89AC X/YVR Q13.57AC
 YYC R1306.89NUC2640.92 END ROE1.104910 XT330.00YQ30.00SQ
 16.27CN
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.



[Printable Version](#)

****URGENT- Please review your itinerary for accuracy immediately****
There may be costs associated with making changes; these costs will be your responsibility.
Most airline tickets or vacation packages are not refundable. Call your travel agent for details.



UNIGLOBE Travel
Suite 200, 1400 Kensington Road NW
Calgary, Alberta T2N 3P9
Phone: (403) 536-6860
Fax: (403) 228-3817
Toll Free: 1-877-596-6860

amandap@uniglobeone.com
Direct Line: 403-536-2784

Passenger(s):	Marshall, Dru Ref: UNIV RELATIONS	Booking Ref.:	NBLBVQ
Invoice No.:	1106483	Agent:	Amanda Persaud
Issue Date:	Friday, June 6, 2014	Customer:	4032206449
Billing:	UNIVERSITY OF CALGARY 3838 24TH AVE NW CALGARY AB T2N 1N4 REF OFFICE OF THE PROVOST REF UNIV RELATIONS	Deliver:	UNIVERSITY OF CALGARY 3838 24TH AVE NW CALGARY AB T2N 1N4 REF OFFICE OF THE PROVOST REF UNIV RELATIONS

AIR - Thursday July 17 2014

Air China Flight CA1611 Economy Class **Check In Confirmation: MB2046**

Depart:	17:00, Thursday, July 17 Capital Airport-Terminal 3 Beijing, China	Arrive:	19:10, Thursday, July 17 Harbin Airport Harbin, China
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Status:	Confirmed	Booking Code:	Y
Equipment:	Boeing 737-800	Stops:	Non-stop
Duration:	2 hours 10 minutes	Seat:	13J Confirmed
Meal:	Hot Meal	ETicket No.:	9995249814934
Remarks:	Not eligible for web check in		

Weather • **Flight Status (*up to 3 days prior)**

AIR - Monday July 21 2014

Air China Flight CA1604 Economy Class **Check In Confirmation: MB2046**

Depart:	11:00, Monday, July 21 Harbin Airport Harbin, China	Arrive:	12:50, Monday, July 21 Capital Airport-Terminal 3 Beijing, China
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Status:	Confirmed	Booking Code:	Y
Equipment:	Airbus Industrie A321	Stops:	Non-stop
Duration:	1 hours 50 minutes	Seat:	16J Confirmed
Meal:	Hot Meal	ETicket No.:	9995249814934
Remarks:	Not eligible for web check in		

Weather • **Flight Status (*up to 3 days prior)**

Invoice Details				
Transaction / Document	Base	Tax	GST/HST	Total
Professional Fee	38.00		1.90	39.90

Form of Payment: [S. 17\(1\)](#)

Air China / 999 5249814934

335.00

59.38

394.38

Form of Payment: [S. 17\(1\)](#)

Totals:

373.00

59.38

1.90

CAD 434.28

Total Charged to Credit Card:

CAD 434.28

Balance Due:

CAD 0.00

Invoice No: 1106483

 access more

• Please note that when paying by credit card all charges may not appear on the same credit statement. All charges will add up to the total as stated above.

• GST Registration Number - 822351896

Airline Conditions of Contract & Other Important Notices: [Click Here](#)



YYC1R140624018078

中国签证申请服务中心
Chinese Visa Application Service Center

卡尔加里 CALGARY

收据/Receipt

Jun 24, 2014 10:33:47 AM NO:20140624000008

收款人/Cashier	YYC10013
取证单号/Pickup Form	14YYC1G0024085
数量/Quantity	1
签证费/Visa Fee*	CAD \$50.00
签证急件费/Visa Rush Fee*	CAD \$0.00
服务费/Service Fee	CAD \$30.00
服务加急费/Service Rush Fee	CAD \$0.00
邮寄服务费/Post Service Fee	CAD \$0.00
邮资费/Postage Fee	CAD \$0.00
销售税/GST 5.00%	CAD \$1.50
应收款/Amount Due	CAD \$81.50
实收/Amount Received	CAD \$81.50
找零/Change	CAD \$0.00
付款方式/Tender	CCARD: CAD \$81.50

注: *为代总领馆收费项目/

Items marked with a star * are visa fees collected on behalf of the Chinese Consulate-General

CITS V Service(CANADA) LTD.

Address: Suite 200,855-8th Avenue,SW,Calgary,AB,Canada
GST#: 809830110RT0001CHINESE VISA APPLICATION SERVI
855 8 AVE SW
CALGARY, AB

Term ID: 28231922

Purchase

s. 17(1)

INTERAC

Chequing
Entry Method: C

Total: \$ 81.50

2014/06/24

10:35:31

Seq #: 0012020050

Appr Code: 123531

Resp Code: 00/001

Interac
A0000002771010
3A 85 F4 68 12 B6 C2 AD
30 00 00 00 00
78 00
37 F6 9C 01 00 0F 93 C6APPROVED
Thank You

Customer Copy



BEIJING

北京华彬费尔蒙酒店

8 Yong An Dong Li
Jian Guo Men Wai Avenue,
Chaoyang District, Beijing 100022, China
TEL +86 10 8511 7777 FAX + 86 10 8507 3999
www.fairmont.com/beijing

Room : 1910
Folio # : 79990
Conf # : 1274254
Cashier # : 599
Page # : 1 of 1

s. 17(1) Dru Marshall
Canada

Arrival : 07-14-14
Departure : 07-17-14

Date	Description	Additional Information	Charges	Credits
07-14-14	Transportation - Airport Transfe	P/U AC29 CIP A6134048	800.00	
07-14-14	Room Charge		1,425.00	
07-14-14	15% Room Surcharge		213.75	
07-15-14	Room Charge		1,425.00	
07-15-14	15% Room Surcharge		213.75	
07-16-14	Room Charge		1,425.00	
07-16-14	15% Room Surcharge		213.75	
07-17-14	American Express	s. 17(1) XX/XX		5,716.25
Total			5,716.25	5,716.25
Balance Due			RMB 0.00	

GST Summary

Room : 0.00
F&B : 0.00
Other : 0.00
Total : 0.00

HST Summary

Room : 0.00
F&B : 0.00
Other : 0.00
Total : 0.00

Thank you for choosing Fairmont Hotels & Resorts.
To provide feedback about your stay please contact Michael Ganster, General Manager, at Michael.Ganster@Fairmont.com
We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com

Fairmont

BEIJING

北京华彬费尔蒙酒店

宾客姓名 (Guest Name): S. Dru

房间号 (Room Number): 1910

酒店地址: 中国北京市朝阳区建国门外大街永安东里8号 邮编:100022

Hotel Addr: 8 Yong An Dong Li, Jian Guo Men Wai Avenue, Chaoyang District, Beijing
100022, Beijing, P. R. C

收单银行 (Acquirer): 中国银行 Bank of China
商户名称 (Merchant): 北京华彬费尔蒙酒店 Fairmont BEIJING
商户编号 (Merchant ID): 104110070112276
终端编号 (Terminal ID): 11990295
操作员 (User ID): CommUser
卡类别 (Card Type): 美运卡
卡号 (Card Number): S. 17(1)
有效期 (Exp. Date): **/**
批次号 (Batch NO.): 080717
流水号 (Trace NO.): 022321
查询号 (Invoice NO.): 015649
日期时间 (Date Time): 2014-07-17 13:14:18
参考号 (Ref. NO.): 419869999793
授权码 (Auth. Code): 530991
交易类型 (Tran. Type): 授权完成 (AUTH COMPLETION)
金额 (Amount/RMB): 5716.25

备注信息 (Note):

本人确认以上交易 同意将其记入本卡帐户。

I ACKNOWLEDGE SATISFACTORY RECEIPT OF RELATIVE GOODS/SERVICES.

持卡人签字 (CARDHOLDER SIGNATURE) : _____



**UNIVERSITY OF
CALGARY**
**SUPPLY CHAIN
MANAGEMENT**

Accounts Payable
Physical Plant
2500 University Drive NW
Calgary, AB T2N 1N4
Telephone – 403-220-5611
Fax – 403-282-2974
Email – scmhelp@ucalgary.ca

LOST RECEIPT DECLARATION FORM

This form is to be completed if you are unable to produce original receipts attached to your Expense Claims, or Pcard.

I, DRU MARSHALL, UCID# s. 17(1) hereby declare that I have lost, never received or am unable to produce an original receipt. I further declare that I have not and will not use this receipt (if found) to claim reimbursement from any other source, or to support any claim for income tax deductions in the future.

A detailed list of the goods and/or services purchased is as follows:

Vendor Name _____

Vendor Address and Phone _____

Date of Purchase July 21, 2014 Amount of Purchase \$ 55.00

Description of goods/services purchased:

Taxi service from Calgary airport to residence upon return from China.

DRU MARSHALL
Printed Name of CLAIMANT

[Signature]
Signed Name of CLAIMANT

Printed Name of one up APPROVER

Signed Name of one up APPROVER



SINOWAY
HOTEL

華融飯店

住 客 帳 单 FOLIO

No. 2 Yiyuan Street, Harbin China.

P. C. :150001 Tel:451-86291111 Fax:451-86291177

中国哈尔滨市南岗区颐园街2号

邮编:150001 电话:451-86291111 传真:451-86291177

房间号码

ROOM NO.

姓名/单位

NAME/UNIT:

Marshall GY工业大学国际合作处 LUX刘晓丹

帐单号49050

CHECK NO.

日期

DATE:

21/07/14

项目 ITEMS	摘要 DESCRIPTION	金额 DEBITS/CREDITS
North Trade 融inoway Hotel, Harbin, 21/07/14		
17/07	-Room Charge 01:21	798.00
18/07	-Room Charge 01:45	698.00
19/07	-Room Charge 01:01	698.00
20/07	-Room Charge 01:25	698.00
21/07	Other Credit Card 07:57	2892.00
	Total	2892.00 2892.00
	Balance	0.00
	Cashier WQI	

宾客签名 SIGNATURE

如转帐无效,本人愿意承担帐单所列尚未清付之最后欠额

I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSON - ALITY LIABLE IN THE EVENT THAT THE INDI - CATED PERSON COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OF THE FULL AMOUNT OF THESE CHARGES

收银员 CASHIER

Detail for Travel Expenses

Travel Expenses-Item 2 Detail						
For	Dru Marshall, Provost and Vice-President (Academic)					
Description/Purpose	Purchase Air Canada Flight Pass - Western Commuter, Latitude, 10 credits.					
Date	August 28, 2014					
Destination	Calgary, Alberta					
Type of Expense	Airfare*	Other Transport	Hotel	Meals	Other	Total
Amount	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00
Notes	Airfare*: Purchase Air Canada Western Commuter Latitude Flight Pass, 10 one way flights (5 return flights). Flight Pass No: 0140851326246.					

Penny Bardsley

From: Air Canada <fpconfirmation@aircanada.ca>
Sent: Thursday, August 28, 2014 2:33 PM
To: Dru Marshall
Subject: Air Canada - Electronic Ticket Itinerary/Receipt



Flight Pass

Your flight pass purchase is confirmed.
Please print this receipt for your reference.
Thank you for choosing Air Canada and we look forward to welcoming you on board.

Flight Pass Information

Flight Pass Reference: 0140851326246	Customer Care
Product Name: Western Commuter Pass - Latitude - 10 credits Product ID: C10ZONE1110 Start Date: Aug 28, 2014 Expiry Date: Aug 28, 2015 Exchange one credit per direction on the following routes .	Questions about your booking or Air Canada online services? 1-888-247-2262
Online services	
<ul style="list-style-type: none">Manage my flight pass (Book, View, Change and Cancel flights).	

Contact Information

Flight Pass Owner: DRU MARSHALL	
Email address: s. 17(1)	
Aeroplane Number:	
Phone Number:	
Payment Card Number	

Fare Quotes Details

Fare Summary	
Western Commuter Pass - Latitude - 10 credits	Total Charge \$4,000.00
Taxes	
Canada Goods and Services Tax (GST/HST #100092287 RT0001)	200.00
Total taxes	\$200.00
Grand Total - Canadian Dollars	\$4,200.00

Detail for Travel Expenses

Travel Expenses-Item 3 Detail						
For	Dru Marshall, Provost and Vice-President (Academic)					
Description/Purpose	Travel to Edmonton to meet with Assistant Deputy Minister of Innovative & Advanced Education					
Date	September 3, 2014					
Destination	Edmonton, Alberta					
Type of Expense	Airfare	Other Transport*	Hotel	Meals**	Other***	Total
Amount	\$0.00	\$273.24	\$0.00	\$25.40	\$17.50	\$316.14
Notes	Other Transport*: Mileage to and from Edmonton. Meals**: Lunch meeting with staff while in Edmonton. Other***: Parking while attending meeting in Edmonton.					

Zenari's
10180-101 St. NW
Edmonton, AB T5J 3S4
780-423-5409
105788236

Store # 1 Week No. 35 Period # 9
09/02/14 5:13 pm
Emp:FRANCA
Dine In Order# 776

1	Pasta, Half	\$10.95
	Bolognese	
1	Pasta, Half	\$10.95
	Bolognese	
	Add Roll	\$0.50
1	Regular Pop	\$1.50
1	Regular Pop	\$1.50
	Sub Total	\$25.40
	Tax	\$1.19

Seat 1 Total \$25.40

Tendered \$40.00

Change Due \$14.60

See You Soon

Terminal#:1 Cashier#:5
03/09/2014 2:48 PM
03/09/2014 5:57 PM - 03:10
88330175 / #504130
RATE : \$ 17.50
TOTAL : \$ 17.50
Cash : \$ 20.50
CHANGE : \$ 3.00

GST #89727657RT
Have a Nice Day

Thank You For
Parking At Commerce
Place Parkade



Proactive Disclosure of Expenses

Dru Marshall, Provost and Vice-President (Academic)

For the period August 1, 2014 to September 30, 2014

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 4 Detail				
For	Dru Marshall, Provost and Vice-President (Academic)			
Description/Purpose	Parking while attending meeting in Calgary.			
Date	September 8, 2014			
Destination	Calgary, Alberta			
Type of Expense	Meals	Parking	Other	Total
Amount	\$0.00	\$24.00	\$0.00	\$24.00
Notes				

INSERT
THIS END UP

OXFORD
MANAGED WITH PRIDE
RECEIPT A1
IN: 08/09/14 08:04
OUT: 08/09/14 09:42
PAID: \$ 24.00
MASTERCARD

s. 17(1)

XXXXX

REF. 31
IMPARK THANKS YOU
403-299-7275
GST No. 887315638