Proactive Disclosure of Expenses
Linda Dalgetty, Vice-President (Finance and Services)
For the period October 1, 2019 to November 30, 2019

Overview

<table>
<thead>
<tr>
<th>Travel Expenses</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item # Date Description</td>
<td></td>
</tr>
<tr>
<td>1. November 4, 5, 2019</td>
<td></td>
</tr>
<tr>
<td>Travel to Toronto to attend Canadian Association of Business Officers (CAUBO) Board of Directors dinner and meeting.</td>
<td>$1,724.45</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Travel Expenses</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item # Date Description</td>
<td></td>
</tr>
<tr>
<td>2. October 3, 2019 Lunch meeting with community member.</td>
<td>$73.50</td>
</tr>
<tr>
<td>3. October 3, 2019 to November 7, 2019 Parking while attending meetings and events on behalf of the University.</td>
<td>$72.19</td>
</tr>
<tr>
<td>4. October 10, 2019 Lunch meeting with community members.</td>
<td>$224.26</td>
</tr>
</tbody>
</table>
# Detail for Travel Expenses

## Travel Expenses-Item 1 Detail

<table>
<thead>
<tr>
<th>Type of Expense</th>
<th>Airfare*</th>
<th>Other Transport**</th>
<th>Hotel</th>
<th>Meal***</th>
<th>Other****</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$1,130.76</td>
<td>$24.70</td>
<td>$510.39</td>
<td>$25.00</td>
<td>$33.60</td>
<td>$1,724.45</td>
</tr>
</tbody>
</table>

**Notes**
- Airfare*: Booking Ref.: NQ43ZZ.
- Other Transport**: Ground transportation while in Toronto.
- Meal***: Meal per diem claimed (1 Dinner @ $25).
- Other****: Travel agency fee.

**For**
- Linda Dalgetty, Vice-President (Finance and Services)

**Description/Purpose**
- Travel to Toronto to attend Canadian Association of Business Officers (CAUBO) Board of Directors dinner and meeting.

**Date**
- November 4, 5, 2019

**Destination**
- Toronto, Ontario

---

**Proactive Disclosure of Expenses**

Linda Dalgetty, Vice-President (Finance and Services)

For the period October 1, 2019 to November 30, 2019
**Your Itinerary:**

Web Check-In and Airline Confirmation: Air Canada - NQ43ZZ

<table>
<thead>
<tr>
<th>Air Canada 142</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart</th>
<th>Arrive</th>
<th>Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airbus A321</td>
<td>Calgary, AB</td>
<td>Toronto, ON</td>
<td>Mon - Nov 04</td>
<td>Mon - Nov 04</td>
<td>26D</td>
</tr>
<tr>
<td>Cabin Class V-Economy</td>
<td>Calgary Intl Apt (Calgary, AB)</td>
<td>Lester B Pearson Intl (Toronto, ON)</td>
<td>10:20 AM</td>
<td>4:05 PM</td>
<td></td>
</tr>
<tr>
<td>Duration: 3:45</td>
<td>Terminal 1</td>
<td>Terminal 1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Air Canada 151</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart</th>
<th>Arrive</th>
<th>Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airbus A321</td>
<td>Toronto, ON</td>
<td>Calgary, AB</td>
<td>Tue - Nov 05</td>
<td>Tue - Nov 05</td>
<td>30C</td>
</tr>
<tr>
<td>Cabin Class V-Economy</td>
<td>Lester B Pearson Intl (Toronto, ON)</td>
<td>Calgary Intl Apt (Calgary, AB)</td>
<td>6:55 PM</td>
<td>9:15 PM</td>
<td></td>
</tr>
<tr>
<td>Duration: 4:20</td>
<td>Terminal 1</td>
<td>Terminal 1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Passenger Information**
- Passenger: DALGETTY/LINDA
- Airline Code: AC
- Ticket #: 0143675916606

**Booking Summary**
- Company: Air Canada
- Booking Reference: NQ43ZZ
- Loyalty #: s.17(1)
### Purchase Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Due</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIR CANADA AIRFARE - TKT 0143675916606</td>
<td>1005.76</td>
<td>-1130.76</td>
</tr>
<tr>
<td><strong>TAX ON AIRFARE INCLUDES 3.25 HST</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TAX ON AIRFARE INCLUDES 52.50 GST</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TAX ON AIRFARE INCLUDES 69.25 OTHER</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAX ON AIRFARE</td>
<td>125.00</td>
<td></td>
</tr>
<tr>
<td>MARTVL NON-REFUNDABLE TRANSACTION FEE</td>
<td>32.00</td>
<td></td>
</tr>
<tr>
<td>GST ON FEE (R103524823)</td>
<td>1.60</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL DUE CAD</strong></td>
<td><strong>$1,164.36</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Balance CAD $0.00**

### Baggage Information

For Air Canada Baggage Information click here.

Baggage charges may apply. Size/weight restrictions vary between airlines.

Passengers may carry travel sized toiletries or liquids 3.4 oz (100ml) or less through security check points. They must fit in a 1-quart sized clear plastic zip-top bag. Visit www.Catsa-acsta.gc.ca.

### Notice

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. If the passenger’s journey involves an ultimate destination or stop in a country other than the country of the departure the Warsaw convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.

You have provided us your personal information in order to facilitate your current and future travel arrangements and allow us to provide travel services and products to you. We will remove your information from our records upon your request if you call, write, or email any of us individually or email us centrally at privacyfeedback@maritimetravel.ca.

If you are denied boarding or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency’s website: https://otc-cta.gc.ca/eng/consultation/air-passenger-protection-regulations

### Invoice Information

Your Maritime Travel charges will show on your credit card statement similar to MT 111013754-6759166061234

- **MT = Maritime Travel**
- **111013754 = invoice #**
- **6759166061234 = ticket #**
- **HST/GST #: 10352 4823**
- **QST #: 1022862835**

Download our app today, to keep connected with us while you're on the go:
AIR CANADA

CALGARY YYC

FLIGHT AC142
DATE 4 NOV
BOARDING 09:40
ZONE 2

ELITE 50K - AC*G
LINDA DALGETTY

CABIN Economy
this pass has expired
ADULT
ONE-WAY

ADULTE
ALLER SIMPLE
$12.35

AÉROPORT
PEARSON AIRPORT
TO UNION

04 NOV 2019
16:45

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

Non refundable, not transferable
Non remboursable, non transférable

Retain for inspection
Conserver pour inspection

U0401 CARD TN: 024310581892

CREDIT CARD RECEIPT
UP Express Pearson TVM
MISSISSAUGA, ON
U0401

TYPE: PURCHASE

ACCT: INTERAC CHEQUING

AMOUNT: $12.35 CAD

CARD #: ******** s.17(1)

DATE/TIME: 19/11/04 16:45:10

REF #: 56412035 0010013500 H

AUTHOR. #: 030686

Interac
A0000002771010
8000098000

CARD TAPPED

INVOICE #: 024310581892
00 / 000

APPROVED - THANK YOU

--- IMPORTANT ---
Retain this copy for your records
*** CUSTOMER COPY ***
UP Express Union TVM
TORONTO, ON
U0101

CREDIT CARD RECEIPT
UP Express Union TVM
TORONTO, ON
U0101

TYPE: PURCHASE
ACCT: INTERAC CHEQUING
AMOUNT: $12.35 CAD
CARD #: ********* s.17(1)
DATE/TIME: 05/11/05 15:49:13
REF #: 66412287 0010019940 H
AUTHOR. #: 694810
Interac
A0000002771010
8000008000
CARD TAPPED
INVOICE #: 003310664941
00 / 000
APPROVED - THANK YOU

- IMPORTANT --
Retain this copy for your records
*** CUSTOMER COPY ***

ADULT
ONE-WAY
ADULTE
ALLER SIMPLE
$12.35

UNION
TO | A
AÉROPORT
PEARSON AIRPORT
05 NOV 2019
15:49

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
Conservé pour inspection

U0101.CARD TN: 003310664941
<table>
<thead>
<tr>
<th>Date</th>
<th>Text</th>
<th>Reference</th>
<th>Charges</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-04-19</td>
<td>Accommodation</td>
<td></td>
<td>434.30</td>
<td></td>
</tr>
<tr>
<td>11-04-19</td>
<td>Municipal Accommodation Tax</td>
<td></td>
<td>17.37</td>
<td></td>
</tr>
<tr>
<td>11-04-19</td>
<td>HST 13% on Rooms</td>
<td></td>
<td>56.46</td>
<td></td>
</tr>
<tr>
<td>11-04-19</td>
<td>HST on MAT(13%)</td>
<td>XXXXXXXXX</td>
<td>2.26</td>
<td>510.39</td>
</tr>
<tr>
<td>11-05-19</td>
<td>Visa</td>
<td>XXXXXXXXX</td>
<td></td>
<td>510.39</td>
</tr>
</tbody>
</table>

Total

<table>
<thead>
<tr>
<th>Harmonized Sales Tax</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.00 CAD</td>
<td>0.00 CAD</td>
</tr>
</tbody>
</table>

How great was your stay? If we did not exceed your expectations, let us know and we'll make it right.
### Detail for Non-Travel Expenses

#### Non-Travel Expenses-Item 2 Detail

<table>
<thead>
<tr>
<th>For</th>
<th>Linda Dalgetty, Vice-President (Finance and Services)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description/Purpose</td>
<td>Lunch meeting with community member, Dalgetty plus 1.</td>
</tr>
<tr>
<td>Date</td>
<td>October 3, 2019</td>
</tr>
<tr>
<td>Destination</td>
<td>Calgary, Alberta</td>
</tr>
</tbody>
</table>

<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>$73.50</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$73.50</td>
</tr>
</tbody>
</table>
Earls Bankers Hall

Earls

347 JACE R

Tbl 161/1  Chk 5517  Gst 2
Oct03'19 11:48AM

1 YUZU LEMONADE  5.00
1 750ml PELLEGRINO  5.50
1 ZEN BWL/SLMN  23.00
1 QUINOA POWERBOWL  16.00
Add Ful Blk Salm  10.25

Subtotal  59.75
GST Tax  2.99
01:04PM  Total  62.74

-- PLEASE PAY YOUR SERVER --

GST # 123698250RT0001
Proactive Disclosure of Expenses
Linda Dalgetty, Vice-President (Finance and Services)
For the period October 1, 2019 to November 30, 2019

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>$0.00</td>
<td>$72.19</td>
<td>$0.00</td>
<td>$72.19</td>
</tr>
</tbody>
</table>

Notes

Parking while attending meetings and events on behalf of the University.
October 3, 2019 to November 7, 2019
Calgary, Alberta
Plate: [Plate Number]
Zone: 2340

Valid through:
THURSDAY
03 OCT 19
6:01 PM

START TIME: 10/3/2019 1:45 PM
AMOUNT PAID: $7.44 (GST incl.)

Terminal: 1029
Receipt No: 32849

Pay for your parking online: www.parkplus.ca
OXFORD
RECEIPT A1
IN: 08/10/19 07:09
OUT: 08/10/19 09:39
PAID: $ 25.20
VISA XXXXXXXXXXX
REF. 56
INDIGO THANKS YOU
403-269-7275
FOR PARKING PROBLEMS CONTACT INDIGO
(403) 269-7275
MANAGED WITH PRIDE
PALLISER SQUARE

Payment Receipt

Station name: POF 3 West

Entry: 10/25/19 11:52 AM
Payment date: 10/25/19 2:09

Card no.:

Due: CAD 25.20

Reduction: CAD 0.00
Paid with: CAD 25.20
Amount change: CAD 0.00
Change owed: CAD 0.00

VISA PURCHASE
AMOUNT $25.20

Card #: ********
Date: 2019/10/25 Time: 14:09:44
Ref. #: 662765480010090280 C
Auth. #: 049564

SCOTIABANK VISA
A0000000901010
TVR: 0080000000 TSI: F800

027 Approved - Thank You 01

- IMPORTANT - Retain this copy for your records

*** CUSTOMER COPY ***
20 VIC
CORE PARKADE
Indigo Park
RECEIPT A2
IN: 30.10.19 15:21
OUT: 30.10.19 19:10
PAID: $ 2.00

SIMONS • TD SQUARE • HOLT RENFREW
coreshopping.ca
Plate:
Zone: 2858

Valid through:
FRIDAY
01 NOV 19
1:30 PM

START TIME: 11/1/2019 11:33 AM
AMOUNT PAID: $5.85 (GST incl.)

Auth No: 085909
Trn No: 901aa7b9075b59e
Terminal: 1210
Receipt No: 45347
Proactive Disclosure of Expenses
Linda Dalgetty, Vice-President (Finance and Services)
For the period October 1, 2019 to November 30, 2019

Detail for Non-Travel Expenses

<table>
<thead>
<tr>
<th>Non-Travel Expenses-Item 4 Detail</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Linda Dalgetty, Vice-President (Finance and Services)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description/Purpose</td>
<td>Lunch meeting with community members, Dalgetty plus 5.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>October 10, 2019</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Destination</td>
<td>Calgary, Alberta</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Type of Expense</td>
<td>Meals</td>
<td>Parking</td>
<td>Other</td>
<td>Total</td>
</tr>
<tr>
<td>Amount</td>
<td>$224.26</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$224.26</td>
</tr>
<tr>
<td>Notes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
NIKO'S BISTRO
1241 KENSINGTON RD. NW
CALGARY AB

CARD NUMBER
CARD TYPE VISA
DATE 2019/10/10
TIME 12:54:18
RECEIPT NUMBER C82045700-001-147-003-0

PURCHASE
AMOUNT $190.05
TIP $34.21
TOTAL $224.26

SCOTIABANK VISA
A00000000030101
0AF0C8F21F13420
008000000E800
DB082OF349D66E
0080008000-F800

APPROVED
AUTH# 013625 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

NIKO'S BISTRO

Customer Copy
SERVER: NIKO
TABLE: 8
GST # 837852169RT0001

FOOD

2 x $2.00  
Pop $4.00

4 x $6.00 
San Pellegrino $24.00
Niko's $13.00

 Fusilli salmon/chicken/rimp $10.00
Pollo Parpardelle $20.00
Spaghettini Frutti di Mare $21.00
Cannelloni $20.00
Salmon Limone $25.00
Melanzine Ripiene $12.00
Siciliana $10.00
Tea $2.00

2 x $5.00  
Cappuccino $10.00

2 x $5.00  
Cafe Latte $10.00

Subtotal $181.00
GST $9.05
Total $190.05

12:53 PM 10/10/2019 NIKO