Overview

<table>
<thead>
<tr>
<th>Item #</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>January 29-February 1, 2020</td>
<td>Travel to Ottawa to attend the Microbiome Exhibition.</td>
<td>$1,664.23</td>
</tr>
</tbody>
</table>
**Detail for Travel Expenses**

<table>
<thead>
<tr>
<th>Travel Expenses-Item 1 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>
| **Notes** | Airfare*: Booking Ref.: VCM92G.  
Other Transportation**: Ground transportation while in Ottawa and to/from Calgary airport.  
Meals***:  
- January 31, Dinner meeting with community member and staff, Buret plus 2.  
Other****: Travel Agency fee. |
Maritime Travel
Business Travel Management

SUITE 100 7777 10 ST NE | CALGARY, AB T2E 8X2 | (403) 292-7474

For After Hours Assistance Centre: For Canada & USA: please call 1-888-551-1181 or 902-423-3806. Outside Canada & USA: call collect 902-423-3806. Email: etc@maritimetravel.ca (For more immediate assistance please call)

Tap to send itinerary to our App via phone:
Our iPhone App | Our Android App

View Itinerary On: ViewTrip | Send Itinerary To: TripIt

Click here to learn more about our Corporate Travel Program

Travel Arranger: KERRI ERMANTROUT
For: BURET/ANDRE DR

Your Itinerary:

Web Check-In and Airline Confirmation: Air Canada - SGGB2M

Air Canada 144
Boeing 777-300
Cabin Class A-Economy
Duration 3:45

Origin
Calgary, AB
Calgary Intl Apt (Calgary, AB)

Destination
Toronto, ON
Lester B Pearson Intl (Toronto, ON)
Terminal 1

Depart
Wed - Jan 29
12:15 PM

Arrive
Wed - Jan 29
6:00 PM

Seat
22A

Remarks
BAO 1 NO FEE BAO 2 59CAD
CLOSEST WINDOW SEAT TO THE FRONT CONFIRMED

Air Canada 464
Embraer 190
Cabin Class A-Economy
Duration 1:01

Origin
Toronto, ON
Lester B Pearson Intl (Toronto, ON)
Terminal 1

Destination
Ottawa, ON
Ottawa McDonald Carlier Intl (Ottawa, ON)

Depart
Wed - Jan 29
7:10 PM

Arrive
Wed - Jan 29
8:11 PM

Seat
13F

PLUS OTTAWA SUITES
Hotel Confirmation No. 463889914

Check In
Wed, Jan 29

Check Out
Fri, Jan 31

Address
377 O Connor Street
Ottawa ON K2P 3M2 CA
P 1 613-567-2725
F 1 613-567-1161

Property
13116
Best Western
Hi And Rsrt

Nights
2
Rooms
1 Room: 1 Queen
Rate
149.00 CAD

Remarks
BW13116ARR2WJAN CXL TO AVOID BEING BILLED CANCELL BY 4PM 01/28/20
HOTEL CANCELLATION POLICY
### 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 0143676198941</td>
<td>580.00</td>
<td>-885.97</td>
</tr>
<tr>
<td>TAX ON AIRFARE INCLUDES 3.51 HST</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAX ON AIRFARE INCLUDES 31.21 GST</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAX ON AIRFARE INCLUDES 7.25 OTHER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAX ON AIRFARE</td>
<td>105.97</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>TOTAL DUE CAD</td>
<td>$719.57</td>
<td>$719.57</td>
</tr>
</tbody>
</table>

**BALANCE CAD $0.00**

### Check-in Information

We recommend that you reconfirm your flights prior to departure.

Valid government issued photo id required for check-in.

Non refundable/change fees may apply.

Check in 90 mins prior. Boarding may be denied if less than 45 mins.

Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

### 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](http://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.
**Your Itinerary:**

### Web Check-In and Airline Confirmation: Air Canada - SGG2M

<table>
<thead>
<tr>
<th>Air Canada</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart</th>
<th>Arrive</th>
<th>Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>144 Boeing 777-300</td>
<td>Calgary, AB</td>
<td>Toronto, ON</td>
<td>Wed - Jan 29 12:15 PM</td>
<td>Wed - Jan 29 6:00 PM</td>
<td>22A</td>
</tr>
</tbody>
</table>

**Remarks:**
- BAG 1 NO FEE BAG 2 50CAD
- CLOSEST WINDOW SEAT TO THE FRONT CONFIRMED

<table>
<thead>
<tr>
<th>Air Canada</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart</th>
<th>Arrive</th>
<th>Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>464 Embraer 190</td>
<td>Toronto, ON</td>
<td>Ottawa, ON</td>
<td>Wed - Jan 29 7:10 PM</td>
<td>Wed - Jan 29 8:11 PM</td>
<td>13F</td>
</tr>
</tbody>
</table>

### BW PLUS OTTAWA DOWN

**Hotel Confirmation No:** 463889914/Num-1

<table>
<thead>
<tr>
<th>Property</th>
<th>Address</th>
<th>Check In</th>
<th>Check Out</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Western Htl And Rst</td>
<td>377 O CONNOR STREET OTTAWA ON K2P 2M2 CA</td>
<td>Wed, Jan 29</td>
<td>Sat, Feb 01</td>
<td>149 CAD</td>
</tr>
</tbody>
</table>

**Remarks:**
- THIS RESERVATION IS GUARANTEED FOR LATE ARRIVAL BY A CREDIT CARD
- HOTEL MUST BE NOTIFIED 24 HRS PRIOR TO AVOID CXL PENALTY
- NON-SMOKING ROOM HAS BEEN CONFIRMED
- RATE CODE: CALBO
Air Canada 8956
Origin: Ottawa, ON
Destination: Montreal, PQ
Depart: Sat - Feb 01 11:00 AM
Arrive: Sat - Feb 01 11:50 AM
Duration 0:50
Seat 03F
Remarks: W/NOW SEAT CONFIRMED

Air Canada 321
Origin: Montreal, PQ
Destination: Calgary, AB
Depart: Sat - Feb 01 1:25 PM
Arrive: Sat - Feb 01 4:09 PM
Duration 4:44
Seat 19A
Remarks: W/NOW SEAT CONFIRMED

Passenger Information
Passenger: BURET/ANDRE DR
Airline Code: AC
Ticket #: 0143676243435
exchanged from 0143676198941

Booking Summary
Company: Air Canada
Booking Reference: SGGB2M
Loyalty #: 0-17(1)

SERVICE FEE WAIVED
SERVICE FEE WAIVED
THANK YOU FOR BOOKING WITH MARITIME TRAVEL

Purchase Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount Due</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIR CANADA COST TO CHANGE AIRFARE - TKT 0143676243435 FROM 0143676198941</td>
<td>173.48</td>
<td>PYMT BY VI 4-17(1) Dec 2019 -182.36</td>
</tr>
<tr>
<td>TAX ON CHANGE AIRFARE INCLUDES 8.88 GST/HST</td>
<td>8.88</td>
<td>TOTAL PAID CAD $182.36</td>
</tr>
<tr>
<td>TOTAL DUE CAD</td>
<td>$182.36</td>
<td></td>
</tr>
</tbody>
</table>

BALANCE CAD $0.00

Check-in information
We recommend that you reconfirm your flights prior to departure.
Valid government issued photo id required for check-in.
Non refundable/change fees may apply.
Check in 90 mins prior. Boarding may be denied if less than 45 mins.
Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

Baggage Information
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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.
BURET ANDRE

ECONOMY CLASS / CLASSE ECONOMIQUE
ETKT0143676243435

Flight/Vol Date From/De
AC 144 29JAN CALGARY TORONTO

Boarding Time/Heure d' embarquement 11:20 Gate/Porte B37 Seat/Place 22A
Departure Time/Heure de depart 12:15
Airline Use/A usage interne 0403 YYC214691

Boarding Pass | Carte d' acces a bord

---

BURET ANDRE

ECONOMY CLASS / CLASSE ECONOMIQUE
ETKT0143676243435

Flight/Vol Date From/De
AC 464 29JAN TORONTO OTTAWA

Boarding Time/Heure d' embarquement 18:40 Gate/Porte 13F Seat/Place
Departure Time/Heure de depart 19:10
Airline Use/A usage interne 0077 YYC214691

Boarding Pass | Carte d' acces a bord

---

BURET ANDRE

ECONOMY OPERATED BY / EXPLOITE PAR JAZZ
ETKT0143676243435

Flight/Vol Date From/De
AC 8956 01FEB/FEV OTTAWA MONTREAL

Boarding Time/Heure d' embarquement 10:30 Gate/Porte 13 Seat/Place 03F
Departure Time/Heure de depart 11:00
Airline Use/A usage interne 0048 YOW42413

Boarding Pass | Carte d' acces a bord
ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 298-1111
CAR#69

SALE

MID: 4199233
TJD: 0Y989233
Batch: 122
Seq: 1220001021

APPR CODE: 60750
VISA: 517(1)

AMOUNT: $40.00
TIP: $4.00
TOTAL: $44.00

00 - APPROVED - 001

SCOTIABANK VISA
AID: 40000000031010
TVR: 60 80 00 80 00
TSL: 48 00

THANK YOU
CUSTOMER COPY
LOST RECEIPT DECLARATION FORM

This form is to be completed if you are unable to produce original receipts. Please indicate who the Declaration Form is for:

☐ Expense Claims * Attention Accounts Payable Administrator
☐ Purchasing Card * Attention Purchasing Card Administrator

I, Andre Buret, 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

Associated Taxi

Vendor Address and Phone

307 41 Ave NE, Calgary, AB T2E 2N4

403.299.1111

Date of Purchase February 1, 2020

Amount of Purchase $47.00

Description of goods/services purchased:

Taxi expense from Calgary Airport to home.

Andre Buret

Printed Name of CLAIMANT

Signed Name of CLAIMANT

Printed Name of one up APPROVER

Signed Name of one up APPROVER
CAPITAL TAXI
613-784-2333

PURCHASE

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>VM</th>
<th>VM</th>
</tr>
</thead>
<tbody>
<tr>
<td>VEHICLE ID</td>
<td>VM</td>
<td>VM</td>
</tr>
<tr>
<td>DRIVER ID</td>
<td>VM</td>
<td>VM</td>
</tr>
<tr>
<td>DATE HONOURED</td>
<td>VM</td>
<td>VM</td>
</tr>
<tr>
<td>VM #</td>
<td>VM</td>
<td>VM</td>
</tr>
<tr>
<td>VM #</td>
<td>VM</td>
<td>VM</td>
</tr>
</tbody>
</table>

CASH AMOUNT | TOTAL

CAD: $332.00

APPLICATION NAME: ABBOTT, MARK
APPROVED: 03/10/2022
PASSPORT: C00123456
CONTACT: 613-784-2333

PASSENGER COPY

Description: ________________________________

UNHIDRTXTAXI.COM
LOST RECEIPT DECLARATION FORM

This form is to be completed if you are unable to produce original receipts. Please indicate who the Declaration Form is for:

☐ Expense Claims * Attention Accounts Payable Administrator

☐ Purchasing Card * Attention Purchasing Card Administrator

Andre Buret, UCID# 5171 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:

Elgin Street Diner

374 Elgin St, Ottawa, ON K2P 1N1

Date of Purchase January 31, 2020

Amount of Purchase $53.00

Description of goods/services purchased:

Dinner

Andre Buret

Printed Name of CLAIMANT

Signed Name of CLAIMANT

Printed Name of one up APPROVER

Signed Name of one up APPROVER

Print Form
Al's Steakhouse
327 Elgin St. Ottawa, Ont.
K2P 1M5 (613)-233-9618

FRI January 31, 2020
CHECK #853202-1
TABLE #53
CUSTOMER # 1

1 Sub caesar $3.00
1 14oz Rib $42.00
SUB-TOTAL $45.00
TAX $5.85
TOTAL $50.85

AL'S STEAK HOUSE
THANK YOU / MERCI!
G.S.T. # 100169333
1-613-233-7171
327 Elgin St.
Ottawa ON.
Time: 19:28 1 CUSTOMER 4 CHECKS

PLEASE PAY SERVER
THANK YOU!!

YOU HAVE BEEN SERVED
BY: Jamie

Al's Steak House
327 Elgin Street
Ottawa, ON K2P 1M5
613-233-7111

SALE

Batch #: 048
01/31/20

VISA Chip
APPR CODE: 002257
Tranr: 10

AMOUNT $50.85
TIP $9.15
TOTAL $60.00

APPROVED
VERIFIED BY PIN

SCOTIABANK VISA
CARDHOLDER ACKNOWLEDGES RECEIPT OF GOODS AND/OR SERVICES IN THE AMOUNT OF THE TOTAL AMOUNT HEREBY
THANK YOU / MERCI

MERCHAND COPY
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Charges</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-29-20</td>
<td>Special Rate</td>
<td>149.00</td>
<td></td>
</tr>
<tr>
<td>01-30-20</td>
<td>Special Rate</td>
<td>149.00</td>
<td></td>
</tr>
<tr>
<td>01-31-20</td>
<td>Special Rate</td>
<td>149.00</td>
<td></td>
</tr>
<tr>
<td>02-01-20</td>
<td>Municipal Accom Tax</td>
<td>17.88</td>
<td>0.00</td>
</tr>
<tr>
<td>02-01-20</td>
<td>HST 13%</td>
<td>60.42</td>
<td>0.00</td>
</tr>
<tr>
<td>02-01-20</td>
<td>Visa</td>
<td>XXXXXXXX</td>
<td>525.30</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>525.30</td>
<td>525.30</td>
</tr>
<tr>
<td></td>
<td>Balance Due</td>
<td></td>
<td>0.00</td>
</tr>
</tbody>
</table>

Signature: ________________________________

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

At the Best Western Plus Ottawa Downtown Suites you are more than a customer, you are our personal guest. We look forward to your next visit.

Registration Number: 82766 1422 RT0001

377 O'Connor Street, Ottawa, Ontario, Canada K2P 2M2
Reservations 1-800-465-7275 * Fax: (613) 567-1181 * Telephone: (613) 567-7275
www.bestwesternottawa.com

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