# 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>March 4-6, 2020</td>
<td>Travel to Victoria to attend WestVac/WestVPR Conference.</td>
<td>$1,858.93</td>
</tr>
</tbody>
</table>
### Travel Expenses-Item 1 Detail

<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 Victoria to attend WestVac/WestVPR Conference.</td>
<td>March 4-6, 2020</td>
<td>Victoria, British Columbia</td>
<td>Airfare*</td>
<td>$551.51</td>
<td>Airfare*: Booking Ref.: WY2YX6.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other Transport**</td>
<td>$101.40</td>
<td>Other Transport**: Ground transportation while in Victoria and parking at Calgary airport.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$337.42</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Meal***</td>
<td>$25.00</td>
<td>Meal***: Meal per diem claimed (1 dinner @ $25).</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Other****</td>
<td>$843.60</td>
<td>Other****: Travel agency fee, Conference fee and Incidental per diem @ $10.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total</td>
<td>$1,858.93</td>
<td></td>
</tr>
</tbody>
</table>
UNIVERSITY OF CALGARY
ATTN: KERRI ERMANTROUT
AD100 VICE PRESIDENT RESEARCH
2500 UNIVERSITY DRIVE NW
CALGARY AB T2N 1N4

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
For: GHALI/WILLIAM AMIN DR

Your Itinerary:

<table>
<thead>
<tr>
<th>Airline</th>
<th>Flight Number</th>
<th>Origin</th>
<th>Destination</th>
<th>Depart</th>
<th>Arrive</th>
<th>Seat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Canada</td>
<td>221</td>
<td>Calgary, AB</td>
<td>Vancouver, BC</td>
<td>Wed - Mar 04 3:45 PM</td>
<td>Wed - Mar 04 4:15 PM</td>
<td>18C</td>
</tr>
<tr>
<td>Air Canada</td>
<td>8075</td>
<td>Vancouver, BC</td>
<td>Victoria, BC</td>
<td>Wed - Mar 04 6:05 PM</td>
<td>Wed - Mar 04 5:34 PM</td>
<td>2D</td>
</tr>
<tr>
<td>Air Canada</td>
<td>8552</td>
<td>Victoria, BC</td>
<td>Calgary, AB</td>
<td>Fri - Mar 06 11:35 AM</td>
<td>Fri - Mar 06 2:09 PM</td>
<td>2D</td>
</tr>
</tbody>
</table>

Remarks
- ASIILE EXIT ROW
- AIR CANADA CONFIRMATION - WY2YX6
- TURBO PROPELLER PLANE USED ON THIS FLIGHT
- ASIILE EXIT ROW
- AIR CANADA CONFIRMATION - WY2YX6
- AIR CANADA CONFIRMATION - WY2YX6
- AIR CANADA CONFIRMATION - WY2YX6

Web Check-In and Airline Confirmation: Air Canada - WY2YX6

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

For After Hours Assistance in Canada & USA: please call 1-888-551-1181 or 902-423-3806. Outside Canada & USA: call collect 902-423-3806. Email: afterhours@maritimetravel.ca (For more immediate assistance please call)
## Passenger Information
- **Passenger**: GHALI WILLIAM AMIN DR
- **Airline Code**: AC
- **Ticket #**: 0143676531942

## Booking Summary
- **Company**: Air Canada
- **Booking Reference**: WY2YX6
- **Loyalty #**: 1.7(1)

## Purchase Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIR CANADA AIRFARE - TKT 0143676531942</strong></td>
<td>466.00</td>
<td>-551.51</td>
</tr>
<tr>
<td>TAX ON AIRFARE includes 26.26 GST</td>
<td>86.51</td>
<td>-33.60</td>
</tr>
<tr>
<td>TOTAL DUE CAD</td>
<td><strong>$585.11</strong></td>
<td></td>
</tr>
</tbody>
</table>

## 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.
- 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](http://www.aircanada.com/en/travelinfo/airport/codeshare.html)
<table>
<thead>
<tr>
<th>Flight / Vol</th>
<th>From / De</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC221</td>
<td>CALGARY</td>
<td>VANCOUVER</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boarding time / Heure d’embarquement</th>
<th>Gate / Porte</th>
<th>Seat / Place</th>
<th>Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>15:10</td>
<td>N/A</td>
<td>18C</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Departure Time / Heure de depart</th>
<th>Remarks / Observations</th>
</tr>
</thead>
<tbody>
<tr>
<td>15:45</td>
<td>0091 WCI00661</td>
</tr>
<tr>
<td>Flight / Vol</td>
<td>From / De</td>
</tr>
<tr>
<td>-------------</td>
<td>-----------</td>
</tr>
<tr>
<td>AC8075</td>
<td>VANCOUVER</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Boarding time / Heure d'embrasque</th>
<th>Gate / Porte</th>
<th>Seat / Place</th>
<th>Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>16:35</td>
<td>N/A</td>
<td>2D</td>
<td>2</td>
</tr>
</tbody>
</table>

**Departure Time / Heure de depart:** 17:05

**Airline use / À usage interne:** 0027 WCI00661

**Boarding Pass / Carte d'accès à bord**
RECEIPT
GST NO. R122556194

TXN NO: 180179466
EXIT No. A15
IN: 03/06/20 15:04
OUT: 03/06/20 14:35
DURATION: 1:23:31
PAID: $31.40
(GST INCLUDED)
VISA
AUTH. CODE 055341
REF. 42
THANK YOU FOR YOUR VISIT

BLUEBIRD CAB #125
2ND FL. 2612 QUADR VT4E4
VICTORIA BC
27062168
TM2706216601

SALE
Batch #: 056
RRN: 0010560040
03/06/20 10:26:57
REF#: 00000004
APPR CODE: 097171
VISA Proximity
********
VISA CREDIT
AID: A000000031010

AMOUNT $70.00

00 APPROVED

Retain this copy for your records

CUSTOMER COPY
Mr William Ghali  
Calgary AB T2N 1N4  
Canada

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Charges</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/04/20</td>
<td>Room</td>
<td>144.00</td>
<td></td>
</tr>
<tr>
<td>03/05/20</td>
<td>Room</td>
<td>144.00</td>
<td></td>
</tr>
<tr>
<td>03/05/20</td>
<td>Destination Marketing Fee 1%</td>
<td>2.88</td>
<td>0.00</td>
</tr>
<tr>
<td>03/05/20</td>
<td>Municipal Hotel Tax 3%</td>
<td>8.72</td>
<td>0.00</td>
</tr>
<tr>
<td>03/05/20</td>
<td>Provincial Hotel Tax 8%</td>
<td>23.28</td>
<td>0.00</td>
</tr>
<tr>
<td>03/05/20</td>
<td>Goods and Service Tax 5%</td>
<td>14.54</td>
<td>0.00</td>
</tr>
<tr>
<td>03/06/20</td>
<td>Visa</td>
<td>XXXXXXXXXs.17(1)</td>
<td>337.42</td>
</tr>
</tbody>
</table>

Total Charges 337.42
Total Credits 337.42
Balance 0.00

Net Amount 288.00
Destination Marketing Fee 1% 2.88
Provincial Hotel Tax 8% 32.00
Goods and Service Tax 5% 14.54
0.00
0.00

Total Charges 0.00

Thank you for staying with us.
We are very proud to be B.C's first Carbon Neutral hotel.
680 Montreal Street, Victoria, British Columbia, Canada, V8V 1Z8, www.laurelpoint.com
Tel 250-386-8721 ~ Fax 250-386-9547 ~ Toll-Free 1-800-663-7667 ~ Email reservations@laurelpoint.com
GST # R104107842
INTERNET PURCHASE RECEIPT

Order Date: 2020-01-10 9:08:03 AM
Order Number: 10000092
Bank Auth Number: 089741
Order Total: 800.00 CAD

Name on Card: Kerri Ermantrout
Card Type: VI
Email Address:

BILL TO:
Name:

MERCHANDISE INFO:
Online Address:
Merchant Name: U of M - VP Research and International