

expense | monthly tracking report

claimant | Gouthro, Elizabeth
 position | Director, Instructional Services
 level | Director
 reporting period | January 1 to February 28, 2014
 date of report | April-11-14



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
College of Alberta School Superintendents (CASS) Presentation by Michael Fullan	01/15/2014	Parking at Venue	\$15.00	other disclosed	PD general
Cell Phone	01/17/2014	Monthly Service Plan	\$72.08	other disclosed	telecom/cell phone
Tablet	01/17/2014	Monthly Service Plan	\$15.75	other disclosed	telecom/tablet
College of Alberta School Superintendents (CASS) Zone 5 Meeting	01/16/2014	Breakfast trays, refreshments and lunch for meeting	\$581.17	hospitality	BUS catering
Cell Phone	02/17/2014	Monthly Service Plan	\$65.60	other disclosed	telecom/cell phone
Tablet	02/17/2017	Monthly Service Plan	\$15.75	other disclosed	telecom/tablet
University of Calgary Aboriginal Relations Leadership Certificate Program	01/06/2014	Course fee for Feb 18-21, 2014	\$1,076.25	other disclosed	PD course or registration fee
University of Calgary Aboriginal Relations Leadership Certificate Program	02/18/2014	Parking at University of Calgary	\$32.00	other disclosed	PD general
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/20/2014	Airfare to Vancouver, BC - February 26-28, 2014	\$280.48	travel	BUS airfare/bus/rail
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/23/2014	Return Airfare from Vancouver, BC - February 26-28, 2014	\$301.48	travel	BUS airfare/bus/rail
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/26/2014	Taxi fare to venue	\$13.20	travel	BUS general
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/26/2014	Taxi fare to venue	\$38.00	travel	BUS general
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/26/2014	Taxi fare to venue	\$31.10	travel	BUS general

Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Taxi fare to venue	\$14.63	travel	BUS general
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Taxi fare to venue	\$12.50	travel	BUS general
Vancouver School Board - Aboriginal Education, Vancouver, BC	03/02/2014	Taxi fare toVancouver airport	\$35.40	travel	BUS general
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Accommodations	\$286.58	travel	BUS accommodation
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Meal	\$27.10	travel	BUS food/non alcoholic beverage
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/26/2014	Meal	\$7.12	travel	BUS food/non alcoholic beverage
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/27/2014	Meal	\$31.30	travel	BUS food/non alcoholic beverage
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Meal for 4	\$87.79	hospitality	BUS food/non alcoholic beverage
Vancouver School Board - Aboriginal Education, Vancouver, BC	02/28/2014	Meal	\$4.31	travel	BUS food/non alcoholic beverage

BIBLIOTHÈQUE ROYALE UNIVERSITAIRE
Date: 01/03/14 14:35:06

Auth Code: 164503
ISO Code: 27 01
Ref: 661356050010302340 3
15.00
Tax: .71
Total: 15.71

ISS: 606

Michael Fullan Presentation
CASS

Bill Date: January 17, 2014
ELIZABETH GOUTHRO

Next Bill Date: February 17, 2014

Learning Services

CURRENT CHARGES

Monthly charges billed to Feb 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	<u>-10.00</u>	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	<u>-15.00</u>	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	<u>-3.50</u>	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	<u>-12.00</u>	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	<u>-5.00</u>	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	507:34 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	17.6837 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	138:09 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		

FOR YOUR INFORMATION...	
<u>Discount Summary</u>	
Total discounts	\$92.50
Total this month	\$92.50
<u>Usage Summary</u>	
	min:sec
Weekday	588:22
Weekend	145:09
Total time used	733:31
<u>Event Summary</u>	
Total Events	95
Total this month	\$3.00
<u>Packet Plan Usage Summary</u>	
Total megabytes	18.7354
Total this month	\$0.00

Bill Date: January 17, 2014
 ELIZABETH GOUTHRO

Next Bill Date: February 17, 2014

Learning Services

CURRENT CHARGES

@\$.00/minute	38:48 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	49:00 min:sec	0.00
Service zone		
@\$.00/MB	1.0517 MB	0.00
Converse MMSC	2 events	0.00
Picture/Video messaging	6 events	3.00
Travel text saver Unlimited Incoming Messages		
	49 events	0.00
Text Messaging 250 - Share Incl. Messages		
	38 events	0.00
Long distance		14.22
Taxes		
GST		3.36

Total current charges **\$72.08**

GOOD EARTH CAFE #34
908 13 AVE SW
CALGARY AB

GOOD EARTH CAFE #34
908 13 AVE SW
CALGARY AB

DATE 2014/01/17
TIME 6109 08:18:09
RECEIPT NUMBER
CB4018629-001-078-026-0

PURCHASE
TOTAL

\$142.80

A0000000041010
49E6442713DE8BFF
0000008000-EB00
556EF38E1A3183F1

APPROVED

AUTH# 101809 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

DATE 2014/01/17
TIME 0265 08:19:31
RECEIPT NUMBER
CB4018629-001-078-027-0

PURCHASE
TOTAL

\$25.20

A0000000041010
10D94F6F871AC418
0000008000-EB00
29084892B4C43FBC

APPROVED

AUTH# 101931 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

*CASS extra
muffins*

GOOD EARTH CAFE #34

*CASS Zone 5 Meeting
Breakfast trays
and
Refreshments*



1582332 Alberta Ltd
 c/o Good Earth Coffee House & Bakery - CBE
 908 - 13 Avenue SW
 Calgary, Alberta T2R 0L3
 B: 403.455.6255
 F: 403.366.3794
 Email: goodearthcbe@shaw.ca
 B/N 829513001

Contact: Barb Harder		Company Name: CBE			
Address: 1221 - 8 Street SW.		Date Required: January 17 2014 (Friday)			
Calgary, Alberta T2R - 0L4		Time Required: 8:00 am			
Bus: 403.817.7607 / F: 403.xxx.xxxx		Email: "blharder@cbe.ab.ca"			
VISA or M/C # :		Delivery Address: Multi Purpose			
Expiry:		Reference:			
Invoice #: 001-34 CBE Harder					
	Description	Unit	\$ Price/Unit	Qty	Total
Beverages	Coffee	1	\$ 45.00	2	\$ 90.00
	Breakfast Tray	1	\$ 46.00	1	\$ 46.00
Special Notes	GO AT 10am TO SEE IF THEY NEED REFILLS ON COFFEE			Subtotal	\$ 136.00
	DARK & MEDIUM			Delivery	\$ -
				Total X-GST	\$ 136.00
				GST 5%	\$ 6.80
	THANK YOU!			Tip	\$ -
				TOTAL	\$ 142.80

Can printing

Bill Date: February 17, 2014
 ELIZABETH GOUTHRO

Next Bill Date: March 17, 2014

Learning Services

CURRENT CHARGES

Monthly charges billed to Mar 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmt. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	-5.00	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

Directory Assistance	1 call	2.49
250 Anytime minutes Local Calling		
@\$.00/minute	172:59 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	8.7119 MB	0.00
Business Anytime Unlmt. Nights & Wknds Unlimited Usage		
@\$.00/minute	61:07 min:sec	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$92.50
Total this month	\$92.50
Usage Summary min:sec	
Weekday	239:05
Weekend	62:32
Weeknight	0:35
Total time used	302:12
Event Summary	
Total Events	55
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	8.7952
Total this month	\$0.00

Bill Date: February 17, 2014
 ELIZABETH GOUTHRO

Next Bill Date: March 17, 2014

Learning Services

CURRENT CHARGES

6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	34:06 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	34:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0833 MB	0.00
Text message	2 events	0.00
Converse MMSC	2 events	0.00
Travel text saver Unlimited Incoming Messages		
	28 events	0.00
Text Messaging 250 - Share Incl. Messages		
	23 events	0.00
Long distance		8.26
Roamer data usage		0.26
Taxes		
GST		3.09
Total current charges		\$65.60

Bill Date: February 17, 2014
Elizabeth GOUTHRO
1221 8 ST SW
CALGARY, AB T2R 0L4
Learning Services

Next Bill Date: March 17, 2014

CURRENT CHARGES

Monthly charges billed to Mar 16, 2014

Tablet Flex 30 day (SIM only)

Includes: Detail Billing

\$1/MB US Data \$10.00

less 100.00% Promotional Discount -10.00

Usage and long distance

Data 10MB Stepped Mobile Browser Usage

Rate Details:	Data Used	Tier Charged
Up to 10 MB	Exceeded	0.00
Up to 250 MB	63.2297 MB	10.00
Up to 5 GB		30.00
Over 5 GB (\$0.015/MB)		

LEGEND

MB = Megabyte GB = Gigabyte 1 GB = 1024 MB

Taxes

GST 0.75

Total current charges \$15.75

FOR YOUR INFORMATION...	
<i>Discount Summary</i>	
Total discounts	\$10.00
Total this month	\$10.00
<i>Packet Plan Usage Summary</i>	
Total megabytes	63.2297
Total this month	\$10.00



Harder, Barb L

From: csstdnt@ucalgary.ca
Sent: January-06-14 10:45 AM
To: Harder, Barb L
Subject: Thanks for Registering! Please arrange to pickup your course materials/readings!
Attachments: EcommerceReceipt.pdf

Thank you! See you on Feb 18, 2014 at the Scurfield Hall building on the University of Calgary main campus!

University of Calgary, Career Services

MSC 188

2500 University Dr, NW.

Calgary, AB.

T2P1N4

403-220-8020

csstdnt@ucalgary.ca

Attendee Info

Contact Information

First Name	Elizabeth
Last Name	Gouthro
Phone Number	
Email Address	blharder@cbe.ab.ca
Address Line 1	1221 8th St SW
Address Line 2	
City	Calgary
Province	AB
Postal Code	T2R0L4
Country	Canada
Organization	Calgary Board of Education
Division	Learning Services

Do you require your Course Materials couriered to you? Yes

Event Choices: 2

Professionals

sub: \$1,000.00

Why take this program?

Aboriginal People are one of the fastest growing populations in Canada. Due to increased economic activity, business development, and growth/expansion in Aboriginal communities, a basic level of understanding about Aboriginal People in Canada is viewed as an asset by many employers and is fast becoming a desirable skill set for job seekers and new professionals.

Who should take this program?

The newly launched Aboriginal Relations Leadership Certificate program is designed for undergraduates or new alumni who may embark on career opportunities that may interconnect with Aboriginal communities. These fields include, but are not limited to: Economic and Resource Development, Environmental Science, Nursing, Geology, Community Development, Business, Education and Social Work.

The Program:

The Aboriginal Relations Leadership Certificate program is sponsored by the ATCO Group, and offers 24 hours of Aboriginal Relations training. The following interactive modules are three hours each and include the following topics:

- **Module 1:** Survey of Aboriginal People in Canada
- **Module 2:** Historical Overview of Aboriginal People in Canada
- **Module 3:** Northern and Circumpolar Issues
- **Module 4:** Northern and Circumpolar Issues
- **Module 5:** Indigenous Ways of Knowing
- **Module 6:** Current Trends in Education and Employment
- **Module 7:** Resource Development in Aboriginal Communities
- **Module 8:** Building Strong Corporate/Aboriginal Relations

Career Development/Cocurricular Credit:

This program, managed by Career Services, in consultation with The Native Centre, interlinks with the Co-Curricular Records (CCR) initiated by the University of Calgary as a means to formally recognize and verify student leadership, development, and volunteerism. Students who take this program can obtain recognition through the Co-Curricular Record, and can include the certificate in their resumes.

Alumni and Professionals who take this program will receive an Aboriginal Relations Leadership certificate verifying 24 hours of professional development.

Date/Location:

- Feb 18-21, 2014, 9:00am - 4:00pm
- Scurfield Hall building, University of Calgary

Cost:

- Students: \$200+GST
- University of Calgary alumni: \$500+GST
- Professionals: \$1000+GST
- Costs **include** course material

Cancellation Policy:

Cancellations made more than 14 days prior to program start date will be issued a refund less a \$50 administration fee

Cancellations made within 14 days of program start date will receive no refund.

Participants must attend all modules in order to receive the certificate.

Program Contact Information:

Career Services

University of Calgary

MSC 188

2500 University Dr. NW

Calgary, AB, T2N1N4

T: 403-220-8020

E: csstdnt@ucalgary.ca

Courier Fee for Class Materials

Please indicate the address you wish to have the materials couriered.

Full Name, Address and Postal code. If you are not using this option please indicate "Not applicable".

Elizabeth Gouthro
Calgary Board of
Education
1221 8th St SW

sub: \$25.00
GST: \$1.25
total: \$26.25

Calgary, Alberta,
T2R0L4

Sub Total:	\$1,025.00
GST:	\$51.25
TOTAL:	\$1,076.25

Order Details

Order Info

Date

2014 Jan 06 @ 10:44 AM

Payment Method

Total Amount	\$1,076.25
Payment Status	PAID
Transaction ID	660561360014700030
Payment Vendor	MONERIS

Order Items

Professionals (CSARLProFeb2658)	sub:	\$1,000.00
Event Option - Professionals (CSARLProFeb2658)	GST:	\$50.00
		\$1,050.00
Courier Fee for Class Materials (CSARLProFeb2659)	sub:	\$25.00
Event Option - Courier Fee for Class Materials (CSARLProFeb2659)	GST:	\$1.25
		\$26.25
	Sub Total:	\$1,025.00
	GST:	\$51.25
	TOTAL:	\$1,076.25

Cancellation Policy:

Cancellations made more than 14 days prior to program start date will be issued a refund less a \$50 administration fee

Cancellations made within 14 days of program start date will receive no refund.

Parking at University of Calgary

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

Vehicle vacates stall or at 23:59
University Of Calgary/Art Parkade
No overnight parking ART-03

**SPACE
1535**

ENTRY TIME 18 FEB 14 08:53 AM
Paid \$ 8.00C

00307214

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

Parking stall expires when

Vehicle vacates stall or at 23:59
University Of Calgary/Art Parkade
No overnight parking ART-03

**SPACE
1529**

ENTRY TIME 19 FEB 14 08:14 AM
57401 Paid \$ 8.00C

00307268

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

Parking stall expires when

Vehicle vacates stall or at 23:59
University Of Calgary/Art Parkade
No overnight parking ART-09

**SPACE
1532**

ENTRY TIME 20 FEB 14 08:47 AM
62432 Paid \$ 8.00C

234

00310

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

THIS IS YOUR RECEIPT

Parking stall expires when

Vehicle vacates stall or at 23:59
University Of Calgary/Art Parkade
No overnight parking ART-04

**SPACE
1744**

ENTRY TIME 21 FEB 14 08:44 AM
69913 Paid \$ 8.00C

48

0037

Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures.

Return completed form to Service Delivery, Education Centre

Details of Trip | Please Print Date: March 5, 2014

Employee's Name Elizabeth Gouthro Vendor #: _____

School / Department to mail cheque to Learning Services

Purpose of Trip / Name of Conference Vancouver School Board

Departure and Return Dates February 26 - 28, 2014 Destination: Vancouver, BC

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate <small>(for information purposes)</small>	Amount Paid by CBE <small>Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)</small>	Amount Paid by Claimant <small>For Out of Pocket Expenditures (including GST)</small>	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)	\$581.96		\$581.96		
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary					
▪ Taxi/Shuttle Bus/Car Rental at Destination	\$144.83		\$144.83		
▪ Personal Vehicle _____ km @ 50¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ 123.00 @ 2 Nights + taxes	\$286.58		\$286.58		
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch _____ @ \$17.00					
▪ Dinner _____ @ \$26.00					
▪ Or Actual Expense	\$157.62		\$157.62		\$87.79 lunch for 4
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP	\$1,172.99			1170.94	
CASH ADVANCE IF ANY-Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT					
GST Breakout Area					

RECEIVED

MAR 28 2014

CORPORATE FINANCE

I certify that the above claim is correct:

Original signed by E Gouthro
CI

Original signed by D Parsons
Approved by Superordinate

NOTE | Copies of amounts paid through the P-Card, Amex Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.

★★★★★

★★★★★

★★★★★

[More Hotel Offers](#)

Hotels provided by WWTMS.



SAVE on car rentals, shows,
activities and more.

[Go to My Travel Planner](#)

[Need a car in Vancouver?](#) Great rates and additional Aeroplan Miles. **AVIS** **Budget**

Booking Information

 Booking Reference:

Electronic Ticketing confirmed. This is your official
itinerary/receipt.

Main Contact:

Ms Elizabeth Gouthro

§

Customer Care
Air Canada

1-888-247-2262

**Flight Arrivals and
Departures**

1-888-422-7533

Online Services

Manage my booking online (view/change my booking; select seats*).

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

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC203	Calgary (YYC) Wed 26-Feb 2014 07:00	Vancouver, Vancouver Int'l (YVR) Wed 26-Feb 2014 07:37 - Terminal M	0	1hr37	E90	Tango, S	

Passenger Information

1: Ms Elizabeth Gouthro : Adult (16+), Ticket Number:

 Air Canada -
Aeroplan :

 Meal Preference : **None**

Payment Card:

 Special Needs: **None**

Seat Selection: AC203 20C Paid

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Tango</u>	192.00
<u>Surcharges</u>	18.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	12.36
<u>Air Travellers Security Charge (ATSC)</u>	7.12
Total airfare and taxes before options (per passenger)	259.48
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.00
Total airfare, taxes and options (per passenger)	280.48
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$280.48

Payment Information

- Amount paid: **\$280.48**

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

Air Canada: \$259.48 (Airfare - per ticket)

Air Canada: \$21.00 (Advance Seat Selection - per ticket)

Ticket number(s):

Fare Rules

Departing Flight Calgary (YYC) To Vancouver (YVR) - **Tango**

- **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 subject to availability and are permitted only for same-day flights at a fee of \$75 CAD/USD per direction, per passenger.
 - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
 - 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.

From: noreply@itinerary.westjet.com [mailto:noreply@itinerary.westjet.com]

Sent: February-23-14 10:23 AM

To: Gouthro, Elizabeth M

Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight. This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: _____ Main contact: Miss Elizabeth marie Gouthro

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Guest

Miss Elizabeth marie Gouthro	Flight	Vancouver (YVR)-Calgary (YYC)
	WestJet FF	
	Ticket Number	
	Seat	YVR-YYC: 10B

Air Itinerary Details

WS210	Vancouver, CA	Calgary, CA	Fare type: Flex
WestJet	Sun 02 Mar, 2014 02:40 PM	Sun 02 Mar, 2014 04:59 PM	Non-stop

Fare breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
adult	CAD 222.00	CAD 18.00	CAD 40.48	CAD 280.48	x 1	CAD 280.48
						Total airfare: CAD 280.48

Tax details

Rate code	Description	Amount
XG	Goods and Services Tax (GST)	CAD 13.36
CA	Air Travellers Security Charge (ATSC)	CAD 7.12
SQ	Airport Improvement Fee (AIF)	CAD 20.00
		Total taxes: CAD 40.48

Fare family benefits

YVR-YYC: Flex Seat Sale Benefits

- One complimentary checked bag *
- Fully refundable if cancelled within 24 hours of booking **
- Advance seat selection - \$5-53.10*
- \$50-59 itinerary change fee + applicable fare difference
- \$50-59 name change fee
- \$50-59 cancellation fee, balance credited toward future WestJet flight purchases-
- * Not applicable on flights operated by our airline partners
- ** Excluding flights departing within 24 hours of booking
- - Non-refundable to original form of payment

Seats

Exit row seat	WS 210 YVR - YYC Seat 10B Miss Elizabeth Gouthro	CAD 20.00 + CAD 1.00 Tax
		Total Seats: CAD 21.00

Total

Charged to Travel Bank:	CAD 15.06
	CAD 265.42
	CAD 21.00 ¹ / _x
Total	CAD 301.48

WestJet offers

Rent a car

Reserve a car in three easy steps, compare side by side pricing at a glance and earn WestJet dollars® when you make your rental car reservation with WestJet. [Reserve now](#)

Book a hotel

Whether it's a weekend getaway or a last minute business trip, WestJet has a hotel for you. Choose from over 155,000 hotels worldwide and earn WestJet dollars® when you book your hotel with WestJet. [Book now](#)

Get travel insurance

Don't forget to include travel insurance as part of your trip. WestJet has partnered with RBC Insurance® to provide you with the right coverage for your travel experience. [Get a quote](#)

Important Information

Thank you for choosing WestJet
QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our [airlines partners](#); it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our [code-share baggage](#) info page.
- [Positive identification](#) is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.

YELLOW LINE
1111 CLARK DR
VANCOUVER BC
21158859

BLACK LINE AND CHECKER CA
777 PACIFIC STREET
VANCOUVER, BC
V6Z 2R7
604-681-3201

790 CLARK DR
VANCOUVER BC

1111 PURCHASE
02-26-2014 15 P

SALE
MID: 8024432182
0089250008024432182000
REF#: 00000003
085 11:57:43

DATE 2014/02/28
TIME 6074 08:31:08
CLERK ID 333
RECEIPT NUMBER
085002143-001-453-003-0

NAME: ELIZABETH H GOUTHRO
A0000000041010

PURCHASE
AMOUNT \$10.
TIP \$2.
TOTAL

Inv. # 1
Auth # 100202

Purchase \$27.60
Tip \$3.50
Total \$31.10

AMOUNT \$13.30
TIP \$1.33
TOTAL \$14.63

\$12.50

APPROVED

A0000000041010
0898098A2094FDDC
0000008000-E800
90CEE740B722E9AH

(00) APPROVED-THANK YOU

Return this copy for your records
Customer copy

AID: A0000000041010 ✓
TVR: 00 00 00 80 00
TSE: E8 00 ✗

THANK YOU / MERCI
000

APPROVED

AUTH# 103108 01-027
THANK YOU

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

NORTH SHORE TAXI 1966
LTD
264 PEMBERTON AVE
NORTH VANCOUVER BC

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

DATE 2014/03/02
TIME 6769 12:38:11
CLERK ID 333
RECEIPT NUMBER
085007506-001-158-005-0

DATE 2014/02/26
TIME 2198 08:25:45
CLERK ID 077101
RECEIPT NUMBER
085007151-001-001-423-0

DATE 2014/02/26
TIME 8843 09:44:57
CLERK ID 29661
RECEIPT NUMBER
085006248-001-239-004-0

PURCHASE
AMOUNT \$31.40
TIP \$4.00
TOTAL \$35.40

PURCHASE
AMOUNT \$34.50
TIP \$3.50
TOTAL \$38.00

PURCHASE
AMOUNT \$11.20
TIP \$2.00
TOTAL \$13.20

A0000000041010
0370FD7EF5EC4B7A
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20449:

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3443A836F5FF205D
0000008000-E800
EC51FAD8D2540765



PAN PACIFIC
VANCOUVER

Ms Elizabeth Gouthro
Calgary, AB
Canada

Room Number : 1202
Arrival Date : 26-FEB-2014
Departure Date : 28-FEB-2014

INFORMATION INVOICE

Page No. : 1 of 1
Folio No. : 422291
Conf No. : 14877423
Invoice No. :
Cashier No. : 28
Membership No. :

Company Name : Provincial Government Employee

Date	Description	Reference	Charges	Credits
02-26-14	Room Rate		123.00	
02-26-14	Room DMF Fee 1.3%		1.60	
02-26-14	Room PST Tax 8%		9.97	
02-26-14	Room MRDT Tax 2%		2.49	
02-26-14	Room GST Tax 5%		6.23	
02-27-14	Cafe Pacifica Breakfast Food	CHECK# 0018398	27.10	
02-27-14	Room Rate		123.00	
02-27-14	Room DMF Fee 1.3%		1.60	
02-27-14	Room PST Tax 8%		9.97	
02-27-14	Room MRDT Tax 2%		2.49	
02-27-14	Room GST Tax 5%		6.23	
02-28-14				313.68
Total			313.68	313.68

Balance Due CAD \$ 0.00

GST Tax Summary: 86324 7854
Room GST: 12.46
F&B GST: 1.15
Other GST: 0.01
Total GST: 13.62

I agree that I am personally liable for the following statement and if the person, company or association indicated by me as responsible for payment of the same does not do so, that my liability for such payments shall be joint and several with such person, company or association.

Guest Signature

Accommodation 286.58
Meal 27.10
\$ 313.68

PAN PACIFIC VANCOUVER
CAFE PACIFICA
RESERVATIONS CALL 604-662-8111

015 June 3
031 CHK 8398 GST 1
27FEB14 7:17AM

1 BAGEL SMK SALM 13.00
1 COFFEE 4.95
SUBTOTAL 22.95
SVC CHARGE 3.00
GST 5% 1.15
PAID 27.10
CHARGE TIP 3.00
1202 Gouthro
ROOM CHARGE 27.10
---1015 CLOSED 27FEB 8:35AM---

 CHECK # 053955 DATE 2/28/14
 TABLE # 12 TIME 1:44PM

MAHONY & SONS BARRARD
 LANDING
 1055 CANADA PL UNIT 36
 VANCOUVER BC

-- PUB : Premala --

SEAT#	ITEMS ORDERED	AMOUNT
2	PRAWN PAPAYA SALAD	17.95
	BEEF SCALLOP SALAD	16.95
	FISH AND CHIPS	15.95
	Extra Pc Cod	4.95
	Add Tartar, with fries	0.95
	SEAFOOD CHOWDER	15.95

	SUBTOTAL	72.70
	GST	3.64

		76.34

	TOTAL	76.34

DATE 2014/02/28
 TIME 7073 13:46:42
 CLERK ID 46
 RECEIPT NUMBER
 085004040-001-325-021-0

 PURCHASE
 AMOUNT \$76.34
 TIP \$11.45
 TOTAL

\$87.79

SUBTOTAL	72.70
GST	3.64

 TOTAL DUE 76.34

A0000000041010
 42B536C2000C899D
 0000008000-E800
 520D1801AAA19570

APPROVED

AUTH# 164642 01-027
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
 COPY FOR YOUR RECORDS

PLEASE PAY YOUR SERVER

MAHONY & SONS
 UNIT 36 - 1055 CANADA PLACE
 604-647-7513

GO RAIBH MAITH AGAT
 SI AN

Lunch for H

f 210

HMSHOST
STARBUCKS COFFEE A
CALGARY INT'L AIRPORT

297242 Sabana

CHK 3510 GST 1
FEB26'14 6:10AM

TO GO

1 CDD MEDIUM G 2.70
1 YOGURT PARFAIT 4.08

SUBTOTAL 6.78
TAX 0.34
AMOUNT PAID 7.12

7.12

--297242 Closed FEB26 06:10AM--

THANK YOU FOR YOUR BUSINESS!

TELL US ABOUT YOUR EXPERIENCE

JOHN VAN BESOUW
403-221-1779
JOHN.VANBESOUW@HMSSHOT.COM

GST # 137512901

Starbucks Coffee Canada #4474
390 Canada Place
Vancouver, BC V6C 3B5

CR# 711011
02/26/2014 08:04 AM
137512901 Trans: 1 Reg: 1

Lemon Crisp Spoon 1.95
in Pine Place 2.15
4.10

Subtotal 44.10
GST 5% 10.21
Total 54.31
Change Due \$0.00

CR# 711011
02/26/2014 08:04 AM

GST: 88585 3536

Try the RW Caramel Flan Latte
Combining our signature
espresso, freshly steamed milk
and creamy flan syrup,
topped with caramel-infused
whipped cream and a
caramelized sugar drizzle.
Delicence in every sip.

PAN PACIFIC VANCOUVER
CASCADES LOUNGE
RESERVATIONS CALL 604-662-8111

CHECK: 2251
TABLE: 331/8
SERVER: 1008 Hiroshi
DATE: 26FEB'14 10:37PM

EXP DATE: XX/XX
AUTH CODE: 013748
RESEARCH: 000000000000
ELIZABETH M. GOUTHRO

SUBTOTAL: 27.30
I AGREE TO PAY TOTAL AMOUNT
ACCORDING TO ISSUER AGREEMENT

TIP \$ 4.00 TOTAL \$ 31.30

PRINT NAME

SIGNATURE *Original signed
by E. Gouthro*

Please Leave One Copy

PAN PACIFIC VANCOUVER
CASCADES LOUNGE
RESERVATIONS CALL 604-662-8111

1008 Hiroshi 3

331/8 CHK 2251 GST 1
26FEB'14 8:21PM

1 FISH AND CHIPS 26.00

SUBTOTAL..... 26.00
GST 5% 1.30

10:33 TOTAL DUE \$27.30

GST #86324 7854

THIS SECTION IS FOR ROOM CHARGES
** GRATUITY IS NOT INCLUDED **

TIP \$ 4.00 TOTAL \$ 31.30

ROOM# _____

PRINT NAME_

SIGNATURE *Original signed
by E. Gouthro*