

expense | monthly tracking report

claimant | Yee, Dianne

position | Director, Area III

level | Director

reporting period | March 1 to April 30, 2015

date of report | June-12-15



Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	03/17/2015	Monthly Service Plan	\$58.78	other disclosed	telecom/cell phone
Cell Phone	04/17/2015	Monthly Service Plan	\$54.53	other disclosed	telecom/cell phone
Calgary Public Library Volunteer Appreciation	04/10/2015	Parking at Venue	\$10.00	other disclosed	PD general
Calgary Public Library Partnership Meeting	4/10/2015	Parking at Venue	\$7.00	other disclosed	PD general
CASS Board of Directors	03/12/2015	Parking at Airport	\$56.70	other disclosed	PD general
CASS Board of Directors	02/20/2015	Airplane Ticket	\$380.36	other disclosed	BUS airfare/bus/rail
CASS Board of Directors	04/15/2015	Airplane Change Fee	\$57.75	other disclosed	BUS airfare/bus/rail
CASS Board of Directors	03/12/2015	Accomodations	\$369.78	other disclosed	BUS accommodation
CASS Board of Directors	03/10/2015	Cab Fare to Venue	\$75.00	other disclosed	BUS airfare/bus/rail
CASS Board of Directors	03./12/2015	Cab Fare Venue to Airport	\$70.00	other disclosed	BUS airfare/bus/rail

Mobile
Bill Date: March 17, 2015
DIANNE YEE
Mobile Ref.
Area III Office

Account #
Next Bill Date: April 17, 2015

CURRENT CHARGES

Monthly charges billed to Apr 16, 2015

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
Alberta Government 911 fee		0.44
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 Unlmted. 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
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	-15.00	0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
\$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		
250 Anytime minutes Local Calling		
@\$.00/minute	355:50 min:sec	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$102.50
Total this month	\$102.50
Usage Summary <i>min:sec</i>	
Weekday	515:19
Weekend	77:10
Weeknight	10:27
Total time used	602:56
Event Summary	
Total Events	10
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	6.8507
Total this month	\$0.00

Mobile
Bill Date: March 17, 2015
DIANNE YEE
Mobile Ref.
Area III Office

Account #
Next Bill Date: April 17, 2015

CURRENT CHARGES

Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	6.8507 MB	0.00
Business Anytime Unlmt. Nights & Wknds Unlimited Usage		
@\$.00/minute	17:37 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	6:29 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	223:00 min:sec	0.00
Travel text saver Unlimited Incoming Messages		
	6 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	4 events	0.00
Long distance		4.06
Taxes		
GST		2.78
Total current charges		\$58.78

Bill Date: April 17, 2015
DIANNE YEE
Mobile Ref.
Area III Office

Account #
Next Bill Date: May 17, 2015

CURRENT CHARGES

Monthly charges billed to May 16, 2015

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
Alberta Government 911 fee		0.44
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 Unlmted. 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
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	-15.00	0.00
Includes:		
Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00
Other charges and credits		
Hardware Change Processing Fee	\$15.00	
less Account Credit	-15.00	0.00

FOR YOUR INFORMATION...	
<u>Discount Summary</u>	
Total discounts	\$102.50
Total this month	\$102.50
<u>Usage Summary</u> <i>min:sec</i>	
Weekday	536:35
Weeknight	3:09
Total time used	539:44
<u>Event Summary</u>	
Total Events	8
Total this month	\$0.00
<u>Packet Plan Usage Summary</u>	
Total megabytes	5,8195
Total this month	\$0.00

Mobile
Bill Date: April 17, 2015
DIANNE YEE
Mobile Ref.
Area III Office

Account #
Next Bill Date: May 17, 2015

CURRENT CHARGES for 403-988-6461 (continued)

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	323:14 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	5.8195 MB	0.00
Business Anytime Unlmt. Nights & Wknds Unlimited Usage		
@\$.00/minute	3:09 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	75:21 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	138:00 min:sec	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	1 event	0.00
Can-Can/US Text - Unlimited Unlimited Incoming Messages		
	7 events	0.00

Taxes

GST		2.59
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Total current charges **\$54.53**

(403) 537-7000

CALGARY PARKING AUTHORITY

Terminal:
Plate:

*Calgary
Public
Library*

Zone: 9236 :3 Hour St

Valid through:

SATURDAY 11 APR 15
6:00 PM

*Volunteer appreciation
Call Centre*

Libby

AMOUNT PAID: \$10.00 (GST incl.)
START TIME: 4/10/2015 4:56 PM

Auth No:
RECEIPT NO:

(403) 537-7006 FREE Battery Boosting & Tire Inflation Ser

PARKING AUTHORITY (403) 537-7000

CALGARY PA

Terminal:
Plate:

*Calgary
Public
Library*

Zone: 2661
C

Valid through:

FRIDAY 10 APR 15
2:16 PM

*Library
membership
M. Ehrig*

Libby

AMOUNT PAID: \$7.00 (GST incl.)
Start Time: 4/10/2015 12:42 PM

Auth No:
Receipt No:

sting & Tire Inflation Services (403) 537-7006 FREE Battery Boo

RECEIPT
GST NO. R122556194

EXIT No. 45
IN: 03/10/15 13:08
OUT: 03/12/15 12:12
DURATION: 1 23:04
PAID: \$ 56.78
(GST INCLUDED)
MASTERCARD

REF. THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

Yee, Dianne L

From: Air Canada <confirmation@aircanada.ca>
Sent: February-20-15 9:05 PM
To: Yee, Dianne L
Subject: Air Canada - 10-Mar: Calgary - Edmonton

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



View your personalized Air Canada travel information



Access your personalized
Air Canada travel information

[View your planner >](#)

Booking Information

Booking Reference:

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

Main Contact:
Dr Dianne Yee

Mobile:

Customer Care

Air Canada
1-888-247-2262

**Flight Arrivals and
Departures**
1-888-422-7533

Home:

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
	Calgary (YYC) Tue 10-Mar 2015 19:00	Edmonton, Edmonton Int'l (YEG) Tue 10-Mar 2015 19:55	0	0hr55	MD8	Flex G	
	Edmonton, Edmonton Int'l (YEG) Thu 12-Mar 2015 11:00	Calgary (YYC) Thu 12-Mar 2015 11:56	0	0hr56		Flex G	

Operated by:

1 Air Canada Express - Jazz

Passenger Information

1: Dr Dianne Yee : Adult (16+), Ticket Number:

Air Canada -

Aeroplan :

Payment Card:

Seat Selection:

Meal Preference : **None**

Special Needs: **None**

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

127.00

Return Flight - Flex

137.00

24.00

Taxes, Fees and Charges

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	60.00
	18.11
	14.25
	380.36

Total before options (per passenger)

Number of passengers

x 1

Total with options

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$380.36

Payment Information

Credit/Debit Card

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

amount paid: **\$380.36**

Air Canada: \$380.36 (Air Transp. Charges - per ticket)

Ticket number(s):

enRoute City Guide

Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...



[Read the complete guide](#)

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - **Flex**

Return Flight Edmonton (YEG) To Calgary (YYC) - **Flex**

Changes:

o Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus

Yee, Dianne L

Air Canada <confirmation@aircanada.ca>
March-04-15 7:43 PM
Yee, Dianne L
Air Canada - 10-Mar: Calgary -

From:
Sent:
To:
Subject:

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Scan this barcode to view your itinerary/Receipt on the mobile app.

Booking Information

Booking Reference:

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

Main Contact:
Dr Dianne Yee

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](#)
[Mobile 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
AC8150 ¹	Calgary (YYC) Tue 10-Mar 2015 15:30	Edmonton, Edmonton Int'l (YEG) Tue 10-Mar 2015 16:25	0	0hr55		W	
AC8141 ¹	Edmonton, Edmonton Int'l (YEG) Thu 12-Mar 2015 11:00	Calgary (YYC) Thu 12-Mar 2015 11:56	0	0hr56		G	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Dr Dianne Yee : Adult (16+), Ticket Number:
 Air Canada - Meal Preference : **None**
 Aeroplan : Special Needs: **None**
 Payment Card:
 Seat Selection:

Additional amount payable and/or refund - Summary		
	Additional charges	
Passenger Type	Adult	
Air Transportation Charges	5.00	
Air Transportation Charges (including security)		
Taxes, Fees and Charges	0.25	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	5.25	
Total Additional Fare		
Extras (Change Fee)	50.00	
Change Fee	2.50	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	52.50	
Total Extras (Change Fee)	X 1	
Number of passengers	57.75	
Total with options		\$57.75
Grand Total - Canadian dollars		\$57.75

**Payment Information
Credit/Debit Card**

The following amount (tax inclusive) will appear on your credit card or debit card statement:
Amount paid: **\$57.75**

Air Canada: \$5.25
Air Canada: \$52.50 (Change Fee per ticket)

Ticket number(s):

enRoute City Guide

Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...



[Read the complete guide](#)

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - **Flex**
Return Flight Edmonton (YEG) To Calgary (YYC) - **Flex**

- * **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 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 permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
 - 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



16615 - 109 Avenue • Edmonton, AB T5P 4K8
 Phone (780) 484-0821 • Fax (780) 486-1634
 For reservations across the nation
 www.westedmonton.doubletree.com or 1-800-222-TREE

Name & Address

ianne

Room
 Arrival Date 3/10/2015 5:13:00 PM
 Departure Date 3/12/2015

Adult/Child 1/0
 Room Rate 154.00

Rate Plan:
 HH #
 AL:
 Car:

Folio

Information Number:

2015



DATE	REFERENCE	DESCRIPTION	AMOUNT
3/10/2015	400118	GUEST ROOM	\$154.00
3/10/2015	400118	AB TOURISM LEVY	\$6.34
3/10/2015	400118	DMF	\$4.62
3/10/2015	400118	GST	\$7.93
3/11/2015	401011	STAGES KITCHEN DINNER	\$20.00
3/11/2015	401011	F&B GST	\$1.00
3/11/2015	401012	STAGES TIP	\$3.00
3/11/2015	401313	GUEST ROOM	\$154.00
3/11/2015	401313	AB TOURISM LEVY	\$6.34
3/11/2015	401313	DMF	\$4.62
3/11/2015	401313	GST	\$7.93
3/12/2015	401541	**BALANCE**	(\$369.78)
			\$0.00

COUNT NO.

CARD MEMBER NAME

ESTABLISHMENT NO & LOCATION ESTABLISHMENT COPIES TO TRANSMIT TO CARD HOLDER FOR PAYMENT

CARD MEMBER'S SIGNATURE

DATE OF CHARGE	FOLIO NO/CHECK NO.
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC	
TOTAL AMOUNT	-369.78

PAYMENT DUE UPON RECEIPT

CHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.





DoubleTree by Hilton Hotel West Edmonton
16615 109th Avenue North West, Edmonton, Alberta, T5P 4K8, Canada

Reservation Confirmation

Hotel

DoubleTree by Hilton Hotel West Edmonton
16615 109th Avenue North West
Edmonton, Alberta T5P 4K8
Canada
Phone: +1-780-484-0821

Stay Information

Arrival: Tuesday, 10 Mar 2015
Departure: Thursday, 12 Mar 2015
1 room for 2 nights

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 4:00 pm and check-out is at 12:00 pm.

Room and Plan Selection

Room:

1 adult
2 QUEEN BEDS-NONSMOKING —

Price (2 nights x 199.00)	398.00
Taxes	50.55
Room Subtotal	448.54
EASY CANCELLATION	

Total for stay: **CS\$448.55 CAD**

Guest Information

Guest name: Dr. Dianne Yee
Additional Guests:
Address type: Work
Address: On file
Email: On file
Phone: On file

Payment Information

Card type:
Card number:
Expiration:

RIVINGTON BANK SERVICE
4005 103 ST. EDMONTON, AB
EDMONTON, AB
T5E 5G7

Form ID: 65181222

Purchase

MASTERCARD Exp. Method: C
Invoice #:

Total: \$ 75.00

Date: 2015/03/10 17:18:21

Appr. Code:
Resp Code: 01/027

MasterCard
24 05 06 07 08 09 10 11 12 13 14 15 16 17 18 19 20 21 22 23
24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60

APPROVED
Thank You

Customer Care

1-800-468-1111

Rec'd this copy for your records

051 64788 5546 Rivon

YELLOW CAR
10135 31 AVE QUE NW
EDMONTON, AB T6H 1G2
780-462-3456

Item: 10145024114702323
Item #: 0078
MasterCard
PURCHASE
UP: 101534231
Card #:

APPROVED
AMOUNT

CAD 571.00

Ref. #:
Auth. #:
Resp. Code: 00
TRF: 0000000000
151: 1800

BOOK ON LINE AT EBNHAT.COM
THANK YOU FOR BEING OUR GUEST!

051 100403010

Time: 00:32:32

Date: 2015/03/10
Response: 0011

*****CUSTOMER COPY*****