

expense | monthly tracking report

claimant | Ferguson, Lynn

position | Trustee, Wards 3 & 4

level | Board of Trustees

reporting period | May 1 to June 30, 2013

date of report | August-14-13



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Rocky View School Division	05/07/2013	Alberta School Boards Association - Zone 5 Edwin Parr Teacher Award Recognition Evening - May 16, 2013	\$45.00	other disclosed	BUS general
2013 Excellence In Teaching Awards Dinner and Ceremony - Edmonton, AB May 25, 2013	05/25/2013	Accommodation - 2013 Excellence In Teaching Awards Dinner and Ceremony - Edmonton, AB - May 25, 2013	\$127.47	travel	BUS accommodation
2013 Excellence In Teaching Awards Dinner and Ceremony - Edmonton, AB May 25, 2013	05/25/2013	Parking at the Hotel- 2013 Excellence In Teaching Awards Dinner and Ceremony - Edmonton, AB - May 25, 2013	\$27.30	travel	BUS general
2013 Excellence In Teaching Awards Dinner and Ceremony - Edmonton, AB May 25, 2013	05/25/2013	Kilometer Payment - Calgary to Edmonton and Edmonton to Calgary (600 km)	\$300.00	travel	BUS mileage
Alberta School Boards Association (ASBA) Spring General Meeting Red Deer, Alberta	06/01/2013	Registration - ASBA Spring General Meeting June 2-4, 2013 Edmonton, AB	\$603.75	travel	BUS general
Alberta School Boards Association (ASBA) Spring General Meeting Red Deer, Alberta	06/04/2013	Accommodation - ASBA Spring General Meeting June 2-4, 2013 Red Deer, AB	\$349.80	travel	BUS accommodation
Alberta School Boards Association (ASBA) Spring General Meeting Red Deer, Alberta	06/04/2013	Mileage - Calgary to Red Deer and Return June 4, 2013	\$150.00	travel	BUS mileage
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	03/13/2013	Registration - Wisdom Sharing - June 19-21, 2013	\$461.68	travel	PD course or registration fee
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	04/29/2013	Airfare From Calgary to Palm Springs, CA, June 19, 2013	\$478.47	travel	PD airfare/bus/rail
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	04/29/2013	Airfare from Palm Springs, CA., to Calgary, June 23, 2012	\$301.24	travel	PD airfare/bus/rail

Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	04/29/2013	Insurance Coverage to travel to Palm Springs	\$20.35	travel	PD general
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	06/12/2013	Baggage Fees	\$26.81	travel	PD general
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	06/19/2013	Car Rental - Palm Springs - June 19-21, 2013 (Three Days)	224.82	travel	PD airfare/bus/rail
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	06/21/2013	Accommodation - Palm Springs June 19-21, 2013	\$295.73	travel	PD accommodation
Aspen Group International, LLC Wisdom Sharing Conference, Palm Springs, California	06/21/2013	Meals - Palm Springs June 19-21, 2013	\$76.32	travel	PD food/non alcoholic beverage

INVOICE

ROCKY VIEW SCHOOL DIVISION NO. 41

2651 Chinook Winds Drive SW
Airdrie AB T4B 0B4
Phone (403)945-4000 Fax (403)945-4001
www.rockyview.ab.ca

CALGARY BOARD OF EDUCATION
1221 8TH STREET SW
CALGARY, AB

T2R 0L4

Date: 07-May-2013

Customer #:

Invoice #:

Invoice Total: \$ 225.00

Detach and return top portion of this invoice with cheque payable to Rocky View School Division No.41

Description	Amount
Edwin Parr Tickets - 5 @ \$45.00 each	
Ferguson, Taylor, Bazinet, King and Lane	225.00
L. Ferguson - \$45.00	
Terms: Payable upon receipt	Invoice Total: 225.00

Make Cheques Payable to:

Rocky View School Division No.41
2651 Chinook Winds Drive SW
Airdrie AB T4B 0B4

Finance: Cindy Stuart
Budget Officer
(403)945-4044
cstuart@rockyview.ab.ca

Benefits: Paula Van Tol
(403)945-4048
benefits@rockyview.ab.ca

Quote: Invoice #

Customer #



Calgary Board of Education

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 Treasury and Revenue Accounting

A. Details of Trip (Please Print)

Date: May 27, 2013Employee's Name Lynn Ferguson Vendor #: _____School / Department to mail cheque to Trustees' OfficePurpose of Trip / Name of Conference 2013 Excellence in Teaching Awards CeremonyDeparture and Return Dates May 25-26, 2013 Destination: Edmonton

B. Description of Expenses (Please attach receipts)	Total Cost (Indicate currency if not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)	Amount Paid by Claimant For Out of Pocket Expenditures (including GST)	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
· Airfare (including trip cancellation insurance)					
· Rail/Bus					
· Taxi/Shuttle Bus/Car Rental in Calgary					
· Taxi/Shuttle Bus/Car Rental at Destination					
· Personal Vehicle <u>600</u> km @ 50¢/km (submit on Km Payment Form to Payroll)	<u>300.00</u>				Send original to Payroll for payment ✓
Accommodations at Single Rate					
\$ <u>127.47</u> @ <u>1</u> Nights	<u>127.47</u>			<u>127.47</u>	
Meals (including tips) (excluding meals covered by Conference or Others)					
· Breakfast _____ @ \$12.00					
· Lunch _____ @ \$17.00					
· Dinner _____ @ \$26.00					
· Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination	<u>27.30</u>			<u>27.30</u>	
Other – Provide Details					
TOTAL COST OF TRIP	<u>454.77</u>				
CASH ADVANCE IF ANY-Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT				<u>154.77</u>	
GST Breakout Area					

I certify that the above claim is correct:

Original signed by L. Ferguson

Claimant's Signature

Original signed by B. Selanders

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.

600 km @ \$0.50 = \$300.00

10135 100 St
 Edmonton, AB T5J 0N7
 780-426-3636
<http://www.westin.com/edmonton>



Ferguson, Lynn
 1221 H St Sw
 Calgary, AB T2R 0L4

Page Number
 Guest Number
 Folio ID
 No. Of Guest
 Room Number
 Time

Invoice
 Arrive Date 05-25-2013
 Depart Date 05-26-2013

Invoice

Date	Reference	Description	Charges	Credits
05-25-2013		Room Charge	\$119.00	
05-25-2013		DMF	\$3.57	
05-25-2013		Tourism Levy	\$4.90	
05-25-2013		Parking Self	\$26.00	
05-25-2013		GST	\$1.30	
05-26-2013				\$-154.77
		** Total	\$154.77	\$-154.77
		** Balance	\$0.00	

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
05-25-2013	\$119.00	\$0.00	\$4.90	\$0.00	\$0.00	\$30.87	\$154.77	\$0.00
05-26-2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-154.77
Total	\$119.00	\$0.00	\$4.90	\$0.00	\$0.00	\$30.87	\$154.77	\$-154.77

As a Starwood Preferred Guest, you could have earned Starpoints for this visit. Please provide your member number or enroll today.

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon!

Tell us about your stay. www.westin.com/reviews



Directi

ns: Complete this form to track kilometres travelled. To receive payment, please enter the total weekly kilometres into your timesheet in PeopleSoft, then submit a hardcopy of the Kilometre Travel Log form to your Manager or Principal. You may wish to retain a copy for your own records.

Employee ID:*	First Name:* Lynn	Last Name:*Ferguson
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[illegible]

Total Kilometres	600
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Employee Signature:*	Original signed by L. Ferguson	Time Approver Name:*	Brenda Selanders
Employee Phone:*		Time Approver Signature:*	Original signed by B. Selanders
Date DD-MM-YY: *	Time Approver Phone:*	Date DD-MM-YY:*	
	403-817-7925		May 28, 2013

Personal information is collected under the authority of Alberta's *Freedom of Information and Protection of Privacy Act (FOIP)*. This information will be used for the management of personnel and for the delivery of various Human Resources programs at the Calgary Board of Education. It will be treated in accordance with the privacy protection provisions of FOIP. If you have any questions about the FOIP Act, please access <http://www.cbe.ab.ca/legal/foip>. If you have any questions about this form and/or the use of the information, please contact the Employee Contact Centre at 1-877-353-2555.

$$600 \text{ km @ } \$0.50 = \$300.00$$



Trustee Professional Development and Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: June 10, 2013

Trustee's Name Lynn Ferguson, Vice-Chair and Trustee, Wards 3 & 4

Purpose of Trip / Name of Conference: ASBA Spring General Meeting

Departure and Return Date June 2-4 2013

Destination: Red Deer, Alberta

Description of Expenses |

Please attach receipts

Description of Expenses Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
Registration/Conference Fees	603.75		603.75		
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle 300 Km @ 50¢/Km (submit via PeopleSoft)	150.00		150.00		
Parking – at Destination					
Accommodation					
2 Nights @ \$ 174.90 (Single Rate)	349.80		349.80		
Telecommunication Charges (Internet, Phone calls)					
Meals – Receipts required (Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
Lunch(es) (Maximum \$17.00 each)					
Dinner(s) (Maximum \$26.00 each)					
Other – Provide Details					
TOTAL COST OF TRIP	1103.55		1103.55		
AMOUNT DUE TO CLAIMANT					
GST Breakout Area					

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

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Original signed by L. Ferguson

Claimant's Signature

Original signed by B. Selanders

Payment Authorization

300 km @ \$0.50 = \$150.00

3310 50 Avenue
 Red Deer, AB T4N 3X9
 403-346-2091
<http://www.starwood.com>



Ferguson, Lynn
 1221 8th Street Sw
 Calgary, AB T2R 0L4

Page Number
 Guest Number
 Folio ID
 No. Of Guest
 Room Number
 Time

Invoice
 Arrive Date 06-02-2013
 Depart Date 06-04-2013

Information Invoice

Tax Identification R835355694

Date	Reference	Description	Charges	Credits
06-02-2013		Room Charge	\$159.00	
06-02-2013		GST Room Charge	\$7.95	
06-02-2013		Tourism Levy	\$6.36	
06-02-2013		Destination Marketing Fee	\$1.59	
06-02-2013	DEPOSIT	Deposit Applied		\$-349.80
06-03-2013		Room Charge	\$159.00	
06-03-2013		GST Room Charge	\$7.95	
06-03-2013		Tourism Levy	\$6.36	
06-03-2013		Destination Marketing Fee	\$1.59	
		** Total	\$349.80	\$-349.80
		** Balance	\$-0.00	

GST Summary GST# R835355694 RT0017

GST Room Revenue	15.90
GST Food & Beverage	0.00
GST Telephone	0.00
GST Other	0.00
	15.90

GST Other R835355694

Continued on the next page

3310 50 Avenue
Red Deer, AB T4N 3X9
403-346-2091
<http://www.starwood.com>



Ferguson, Lynn
1221 8th Street Sw
Calgary, AB T2R 0L4

Page Number
Guest Number
Folio ID
No. Of Guest
Room Number
Time

Invoice
Arrive Date 06-02-2013
Depart Date 06-04-2013

Information Invoice

EXPENSE SUMMARY REPORT

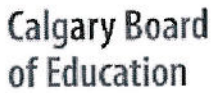
Currency: CAD

Date	Room Chgs	Food & Bev	Telephone	Other	Total	Payment
06-02-2013	\$174.90	\$0.00	\$0.00	\$0.00	\$174.90	\$-349.80
06-03-2013	\$174.90	\$0.00	\$0.00	\$0.00	\$174.90	\$0.00
Total	\$349.80	\$0.00	\$0.00	\$0.00	\$349.80	\$-349.80

We are pleased to confirm your ~ miles will be awarded for this visit. Thank you for your stay with us.

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon!

Tell us about your stay. www.sheraton.com/reviews



Direction

Section 1: Your Employee Information *To be completed by Employee*

Section 2: Trip Details: *To be completed by Employee* Record the date, purpose, beginning and ending locations, and distance of each trip on a separate row.

[illegible]

The total weekly km must be entered into the timesheet in PeopleSoft.	Total Kilometres	300
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Section 3: *To be completed by Employee and Approver* The approver must create a PDF copy of the completed Travel Log and send to: cbeincoming@westcanadian.com

Employee Signature:*	Original signed by L. Ferguson	Time Approver Name:*	Brenda Selanders
Employee Phone:*	403-817-7926 J	Time Approver Signature:*	Original signed by B. Selanders
Date DD-MM-YY: *	Time Approver Phone:*	Date DD-MM-YY:*	June 10, 2013
	403-817-7925		

300 km @ \$0.50 = \$150.00



Trustee Professional Development and Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip | Please Print

Date: August 24, 2013

Trustee's Name Lynn Ferguson, Trustee, Wards 3 & 4

Purpose of Trip / Name of Conference: Wisdom Sharing Conference

Departure and Return Date June 19-21, 2013

Destination: Palm Springs, CA

Description of Expenses Please attach receipts	Cost Foreign Currency	Cost Adjusted Canadian \$	Amount Paid by CBE Invoice / P-Card (including GST)	Amount Paid By Claimant (including GST)	Alias to be Charged for Claimant's Expenses
Registration/Conference Fees	450.00US	461.68	461.68		
Travel Costs					
Airfare		779.71	779.71		
Insurance		20.35	20.35		
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination	209.15US	224.82	224.82	224.82	
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination					
Other: <u>Baggage Fees</u>	25.20US	26.81	26.81	26.81	
Accommodation					
Nights @ \$ <u>137.56 x 2</u> (Single Rate)	275.12US	295.73	295.73	295.73	
Telecommunication Charges (Internet, Phone calls)					
Meals – Receipts required (Including tips, excluding meals covered by Conference or Others)					
0 Breakfast(s) (Maximum \$12.00 each)			-	-	
3 Lunch(es) (Maximum \$17.00 each)			50.32	50.32	
1 Dinner(s) (Maximum \$26.00 each)			26.00	26.00	
Other – Provide Details					
TOTAL COST OF TRIP			1885.42		
AMOUNT DUE TO CLAIMANT / CBE REFUND				623.68	
GST Breakout Area					

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

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Original signed by L. Ferguson

Claimant's Signature

Original signed by B. Selanders

Payment Authorization

Discounted Hotel Rates!

Ask for: "Aspen Group"

Westin Mission Hills Rancho Mirage;
760.328.5555 Only \$109 per night

Reserve on-line:

www.westinmissionhills.com

Easy Access

- Fly directly into Palm Springs or shuttle/car from LAX or Ontario airports.

Contacts:

Linda J. Dawson at 303.478.0125

Dr. Randy Quinn at 303.882.9888

E-mail: aspen@aspengroup.org

fax: 208.247.6084

P.O. Box 3788, Gulf Shores, AL 36547 USA

**"Reinventing Your School Board": Wednesday, 9:00 a.m.-5:00
Wisdom Sharing: Thursday and Friday, 9-5:00 pm
(Reception on Wednesday evening, breakfasts and breaks each day)**

Register TODAY: Deadline of May 6, 2013 / Partial Refunds prior to May 6.

Print, complete and return this registration form with full payment. Confirmation upon receipt.

Name: Lynn Ferguson
Preferred Address: 1221-8 Street SW
Calgary, Alberta T2R 0L4
City / State / Zip: 403-817-7926
Home Phone: _____ Work Phone: _____
E-mail (required): lferguson@cbe.ab.ca
School District Name: Calgary Board of Education
Address: 1221-8 Street SW, Calgary, Alberta, T2R 0L4
City / State / Zip: _____
Position: ☒ Board Member ☐ Superintendent ☐ Administrator ☐ Other

Registration Fees	
Reinventing Your Board:	\$300 pp <input type="checkbox"/>
Wisdom Sharing:	\$450 pp <input checked="" type="checkbox"/>
Both conferences:	\$650 pp <input type="checkbox"/>

Enclose check payable to:
Aspen Group LLC P.O. Box 3788 Gulf Shores, AL 36547

From: Air Canada <confirmation@aircanada.ca>
Sent: April 29, 2013 1:37 PM
To: !
Subject: Air Canada - 19-Jun: Calgary - Palm Springs (booking ref:)

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

AIR CANADA 

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 check in at Air Canada kiosks.](#)

Hotels in Palm Springs

From (per night)

\$101 CAD



Marriott's Shadow Ridge II - The Enclaves:

★★★★★

From (per night)

\$78 CAD



The Saguaro Palm Springs, a Joie de Vivre Boutique Hotel:

★★★★★

From (per night)

\$62 CAD



Raintree's Cimarron Golf Resort, Palm Springs:

★★★★★

Why book your hotel stay at aircanada.com?

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Find weather reports, guidebooks, maps, information on travel gear and much more to help you plan your trip.



Want travel insurance? Protect yourself and your family against unforeseen circumstances.



Need a car in Palm Springs? Great rates and additional Aeroplan Miles. **AVIS**  **Budget** 

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Mrs Lynn [REDACTED] Ferguson

gmstcroix@cbe.ab.ca

Work: [REDACTED]

Mobile: [REDACTED]

Online Services

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

Canada Airport Improvement Fee	30.00
U.S.A Transportation Tax	18.00
U.S Agriculture Fee	5.23
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	20.93
U.S.A Immigration User Fee	7.33
Air Travellers Security Charge (ATSC)	12.10
September 11 Security Fee	2.62
U.S. Federal Customs Fee	5.76
Total airfare and taxes before options (per passenger)	478.47
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$478.47 ✓

Payment Information

Credit/Debit Card : Amount paid: **\$478.47**

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

Air Canada: \$478.47 (Airfare - per ticket)

Ticket number(s):

Fare Rules

Departing Flight Calgary (YYC) To Palm Springs (PSP) - Flex

- **Changes:**
 - Prior to day of departure - **Change fee** per transaction, per passenger, is \$150 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
 - **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as 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 transaction, 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.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
- **Flights AC4104, AC4105:** These flights are codeshare flights with United Express/Skywest Airlines. **A fee for checked bags** is charged by United Airlines for codeshare flights it operates between Canada and the U.S. If your itinerary includes a **connecting flight**, the fee applies only if your first flight is operated by United/United Express. For important information on United Express policies, please visit www.united.com.

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines <noreply@itinerary.westjet.com>
Sent: April 29, 2013 1:11 PM
To:
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: Mrs Lynn Ferguson
 E-mail:
 Phone Number: 4038177933

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

Guest

Mrs. Lynn Ferguson Flight Ticket Number Seat
 Palm Springs (PSP)-Calgary (YYC)

Air Itinerary Details

WS1469 Palm Springs, US Calgary, CA Fare type: Flex
 WestJet Sun, 23 Jun 2013, 01:20 PM Sun, 23 Jun 2013, 05:20 PM Non-stop

Fare Breakdown

Guest Type	Base Fare per guest	Taxes and fees per guest	Total Fare per guest	Number of guests	Total Fare
adult	USD 239.00	USD 36.33	USD 275.33	x 1	USD 275.33
					Total airfare: USD 275.33

Tax Details

Rate Code	Description	Amount
US	U.S. Transportation Tax (Domestic)	USD 17.93
ZP	U.S. Flight Segment Tax	USD 3.90
XF	U.S. Passenger Facilitation Charge	USD 4.50
AY	U.S. September 11th Security Fee	USD 2.50
YQ	Other air transportation charges	USD 7.50
		Total airfare: USD 36.33

Fare family benefits

PSP-YYC: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †

- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

Seats

Regular seat WS 1469 PSP - YYC Seat 9C Mrs Lynn Ferguson USD 15.00 + USD 0.00 Tax
Total Seats: USD 15.00

Total

Charged to MASTERCARD USD 15.00
 Charged to MASTERCARD USD 275.33
Total USD 290.33

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.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - [Fares, taxes and fees](#) (For [change/cancel guidelines](#), [baggage fees](#), [service fees](#) and other [taxes and fees](#))
 - [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
 - [Seat selection](#) (How it works, changing your seat and more)
 - [Inflight services](#) ([Buy on board](#), [up! magazine](#) and more)
 - [Inflight entertainment](#) for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon offsets](#).
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our [contact us](#) page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

[Important Legal Notice](#)

[Terms and Conditions](#)

Contact Information

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.

AMA TRAVEL AGENCY LTD
ALBERTA MOTOR ASSOCIATION
BOX 8180, STATION SOUTH
EDMONTON, AB T6H 5X9
GST Reg#: 100113117RT
Branch:
Agent:



To: MS LYNN C FERGUSON

CALGARY AB

Invoice Number:

Date: June 12, 2013

Page: 1/2

Our Reference:

Your Reference:

INVOICE

For

MS LYNN C FERGUSON

Wednesday, June 19, 2013

* Miscellaneous

MANULIFE INS. - TRAVEL MEDICAL

From: EDMONTON INTL AB

To: WORLDWIDE INSUR.

23Jun13

Confirmation:

12:00 AM

Booking Number

12:00 AM

POLICY

TYPE OF COVERAGE: DAILY MEDICAL PLAN NO MED DEC

NAME OF INSURED: LYNN C FERGUSON

START DATE OF COVERAGE: 19JUN13

END DATE OF COVERAGE: 23JUN13

TAKE YOUR POLICY BOOKLET WITH YOU WHILE TRAVELLING AND CARRY YOUR
WALLET CARDS WITH YOU AT ALL TIMES. IN AN EMERGENCY YOU MUST CONTACT
THE EMERGENCY ASSISTANCE CENTRE IMMEDIATELY. FAILURE TO DO SO MAY
AFFECT COVERAGE. THE 24-HR NUMBERS TO CALL ARE:

* TRAVEL INSURANCE - PACKAGE OR TRANQUILITY TRAVEL MEDICAL:

1-800-267-8747 FROM CANADA/US

OR COLLECT +519-251-7424 WHERE AVAILABLE.

* PLEASE REFER TO YOUR POLICY BOOKLET FOR FULL COVERAGE DETAILS AND
EXCLUSIONS. SHOULD YOU HAVE ANY QUESTIONS PLEASE CALL THE EMERGENCY
ASSISTANCE CENTRE OR YOUR AMA TRAVEL AGENT IMMEDIATELY.

AFTER EFFECTIVE DATE YOUR POLICY IS NON-REFUNDABLE.

Cost:

MANULIFE INS. - TRAVEL

20.35

To: MS LYNN C FERGUSON

CALGARY AB

Invoice Number:

Date:

June 12, 2013

Page:

2/2

Our Reference:

Your Reference:

INVOICE

Total:

Grand Total:	20.35
Less Credit Card Payments:	20.35
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

WHEN TRAVELLING YOU ARE RESPONSIBLE FOR HAVING VALID DOCUMENTATION AS REQUIRED BY THE COUNTRY YOU ARE VISITING. FAILURE TO PROVIDE THESE DOCUMENTS WILL RESULT IN DENIED TRAVEL AND/OR ENTRY. A PASSPORT AND/OR TRAVEL VISA MAY BE REQUIRED. MANY COUNTRIES REQUIRE PASSPORT VALIDITY FOR 6 MONTHS AFTER YOUR DATE OF RETURN. NON-CANADIAN CITIZENS SHOULD VERIFY DOCUMENTATION REQUIREMENTS DIRECTLY WITH THE CONSULATE OF THE DESTINATION COUNTRY. ASK YOUR TRAVEL COUNSELLOR FOR DETAILS.

IF YOU HAVE AN EMERGENCY WHILE ON YOUR TRIP, AND REQUIRE ASSISTANCE WITH ANY TRAVEL ARRANGEMENTS MADE AT AMA, CALL US 7 DAYS A WEEK, 365 DAYS A YEAR AT 1-877-989-8432 (IN NORTH AMERICA) OR COLLECT (DURING REGULAR BUSINESS HOURS) FROM ANYWHERE AT 780-989-8432 OR EMAIL AMA.TRAVEL@AMA.AB.CA PRICES ARE SUBJECT TO CHANGE UNTIL PAID IN FULL AND WE ALWAYS RECOMMEND YOU PURCHASE TRAVEL CANCELLATION AND MEDICAL INSURANCE. IF YOU PURCHASED AMA TRAVEL INSURANCE AND MUST CHANGE YOUR TRAVEL PLANS PRIOR TO DEPARTURE, PLEASE NOTIFY US IMMEDIATELY. IF YOU PURCHASED AMA TRAVEL INSURANCE, MUST ALTER OR CHANGE YOUR TRAVEL PLANS AND ALREADY ARRIVED AT YOUR DESTINATION, PLEASE CALL US COLLECT.



Baggage Receipt

Issue Date: 19 JUN 2013 YYC ATO

STAR ALLIANCE MEMBER

Baggage Document

Description

Qty

Fees

Payment

First Bag Fee

\$24.00

Tax

\$1.20

Ticket Number

26-81 cdn

BAGGAGE FEES

USD \$25.20

Excess Baggage Terms and Conditions:

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

AGENT REFERENCE: GG ESC BAG

PALM SPRINGS AP
RES:

/ACMED / C

RR

#01

INITIAL CHARGES

RENT RT\$ 50.25 /DAY @ 4 /DAYS \$ 201.00
VEHICLE UPGRADE \$ 10 /DY 7.50 / HR \$ 40.00
SUBTOTAL 1 \$ 241.00
DISCOUNT - R 10 % \$ 24.10
SUBTOTAL LESS DISCOUNT T\$ 216.90

CHARGES ADDED DURING RENTAL

LDW DECLINED
LIS DECLINED
PAI, PEC DECLINED
PERS DECLINED

SERVICE CHARGES/TAXES

CONCESSION FEE RECOVERY T\$ 24.10
CA TOURISM ASSESSMENT \$ 6.10
FACILITY FEE \$ 10.00
INCREASED VEH LIC RECOVERY FEE T\$.00
TAX 1 9.000% ON \$ 241.00 \$ 21.69
TAX 2 3.750% ON \$.00 \$.00

TOTAL AMT DUE

\$ 278.87

PAID BY

FOR EXPLANATION OF THE ABOVE CHARGES,
PLEASE ASK A REPRESENTATIVE OR GO TO
WWW.HERTZ.COM/CHARGEEXPLAINED

VEHICLE:

LICENSE:

FUEL: FULL 8/8 OUT 8/8 IN

MILES CHECKIN:

MILES @ RENTAL:

MILES DRIVEN:

CDP: 00272 -ALBERTA MOTOR ASSOCIATION

RENTED: PALM SPRINGS AP

RENTAL: 06/19/13 20:45

RETURN: 06/23/13 11:24

RETURNED: PALM SPRINGS AP

COMPLETED BY: 0323 /CAPM512

PLAN IN: ACMED RATE CLASS: C

PLAN OUT: ACMED

Sa 3 days @ 69.7145 ntl

209.15 US

224.82 cdn

THANK YOU FOR CHOOSING

HERTZ

71-333 Dinah Shore Dr
Rancho Mirage, CA 92270
760-328-5955
<http://www.westinmissionhills.com/>

WESTIN®

HOTELS & RESORTS

Ferguson, Lynn
Aspen Group
International Llc
1221 8th St. Southwest
Calgary, AB T2R0L4

Page Number
Guest Number
Folio ID
No. Of Guest
Room Number
Time

Invoice Nbr
Arrive Date 06-19-2013
Depart Date 06-21-2013

Information Invoice

Date	Reference	Description	Charges	Credits
06-19-2013		Room Charge	\$109.00	
06-19-2013		Occupancy/tourism Tax	\$10.97	
06-19-2013		TOT/BID Assessment	\$2.18	
06-19-2013		Resort Charge	\$14.00	
06-19-2013		Occupancy/tourism Tax	\$1.41	
06-20-2013		Room Charge	\$109.00	
06-20-2013		Occupancy/tourism Tax	\$10.97	
06-20-2013		TOT/BID Assessment	\$2.18	
06-20-2013		Resort Charge	\$14.00	
06-20-2013		Occupancy/tourism Tax	\$1.41	
06-20-2013		Fires Side Lounge	\$24.12	
06-21-2013		MasterCard		\$-299.24
		** Total	\$299.24	\$-299.24
		** Balance	\$0.00	

24.12
275.12 us

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.
For billing inquiries please visit <https://guestcalls.com>

Continued on the next page

Cannot claim

Fireside Lounge

MISSION HILLS RESORT
71333 DINAH SHORE DRIVE
RANCHO MIRAGE, CA 92270
760-328-5955

MIRNA R 51137718
Thu 06/20/13 5:45 PM Table 9101
Guest Num: 1 Guests 2
LOBBYBAR

1 CORONA 7.00
1 TRINITY OAKS PI 8.00

SubTotal 15.00
Gratuity ~~2.78~~
Sales Tax 1.42

Please pay this amount
Total 19.12

FOR ROOM CHARGES ONLY!

Gratuity 5.00

Total Charge 24.12

Room Number _____

Print Name FERGUSON

SIGNATURE T U

Pinzimini
MISSION HILLS RESORT
71333 DINAH SHORE DRIVE
RANCHO MIRAGE, CA 92270
760-328-5955

JOSE G
Fri 06/21/13 12:43 PM
Guest num: 2
51938085
Table 53
Guests 3
PINZIMINI

1 MARGHERITA PIZZ 15.00
1 LEMONADE 4.00

SubTotal 19.00
Sales Tax 1.52

Please pay this amount
Total 20.52

FOR ROOM CHARGES ONLY!

Gratuity

Total Char

Room Numbe

Print Name

SIGNATURE

Amt payable
26.00

2038 KAMILAH
Palm Desert CA 92260
760.836.0188

2038 KAMILAH

Tbl 22/3 Chk 1912
Jun21'13 06:41PM

2 MYERS 17.00
1 MALIBU \$pineapple 9.50
2 CUP CREAM BISQUE 13.00
1 SHORT RIB 32.00
1 SHRIMP/SCALLOPS 27.00
1 SD ASPARAGUS 5.00
2 CAPPUCCINO 7.00
1 MALTED CHOC PIE 10.00

SUBTOTAL 120.50
TAX 9.64
TOTAL DUE 130.14

Thank you for dining
at Tommy Bahama.
Excellent service is customarily
rewarded with a gratuity.

For your convenience we are
providing the following
gratuity calculations:

15% is \$18.08
18% is \$21.69
20% is \$24.10

An 18% gratuity will be added to
all parties of 8 or more guests.

HMSHOST
12TH FAIRWAY
PALM SPRINGS AIRPORT

192020 Angelina

4/1 GST 2
9365
JUN23'13 12:09PM

DINE IN

**** SEAT 1 ****
1 SAND TURK AVOCAD 11.99
1 BURG CHDR BAC 12.99
MED WELL
1 SODA BAR 2.99
FIRST RND SFTBEV
LEMONADE
1 DFT20 SAM ADAMS 9.49
TAX 3.37 AMOUNT D 40.83

Amt Payable
46
37
3
16.32

TH ESS!
TEL ENCE

GERALD ELDRED
760-322-3223
GERALDELDRD@HMSHOST.COM

192020 Angelina
HMSHOST
12TH FAIRWAY
PALM SPRINGS AIRPORT
PALM SPRINGS, CA 92270
760-322-3223

51137507.1
CHECK 1A Table 9006
Time 12:13 PM Guests 4
Guest Name LOBBYBAR

1 HAMS STEAK 9.00
1 TURKEY DELI FS 28.00
1 LEMONADE 4.00
2 FRIES 14.00
TAX 7.40
*2 = 14.00
+ 4.00
18.00*

SubTotal 47.60
Sales Tax 3.81

Total 51.41

GRATUITY Amount Applied 51.41

MasterCard Tendered 51.41

RANDOM CHARGES ONLY!

Gratuity 10.00

Total Charge 61.41

Room Number 1041

Print Name

SIGNATURE

Amt payable
17.00