



EXPENSE REPORT

DATE: January 1-31, 2015

Name: Rick LeLacheur

Title: HRA Chairman

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
Meeting with legal counsel	air fare	January 9, 2015	426.56	Edmonton-Calgary return
	taxi	January 9, 2015	45.00	From Calgary airport
	taxi	January 9, 2015	45.00	To Calgary airport
	parking	January 9, 2015	25.00	Edmonton airport
	meals	January 9, 2015	14.57	
Meeting with Northlands Park	parking	January 19, 2015	14.00	
			<u>570.13</u>	

2) Conferences

Conference Name	Expense Description	Date	Amount	Notes
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3) Professional membership dues

Membership Type	Expense Description	Date	Amount	Notes
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720, 9707 - 110 Street
Edmonton, AB T5K 2L9

Expense Report

2-4-15
1458-14

60600-011 13.57
556.55

1. Form to be fully completed, signed, and dated by individual requesting reimbursements
2. Expense reports to be submitted to immediate supervisor for approval prior to payment
3. Receipts, where applicable, are to be attached.
4. All travel must be authorized, in advance, by the Chief Executive Officer.

Name: Rick LeLacheur Board Chair

Reason for Travel Meeting with Field Law

Month/Day	9-Jan-15	19-Jan-15	TOTAL	Office Use Only	
				GST	Net
Travel from:					
Travel to:					
Mileage: # kms					
Amount @ .50					
Airfare	Air Canada		\$426.56		
	Edm-Cgy-Edm		\$45.00		
	Taxi - Cgy Airport to Field Law		\$45.00		
	Taxi - Field Law to Cgy Airport				
Auto Rental					
Parking	Edm Airport		\$25.00		
	Parking - Mtg with Tim Reed, NP		\$14.00		
Hotel					
Other Accom.					
Meals	Breakfast		\$14.57		
Meal Allowance					
Hosting					
Other (Specify)					
TOTAL			\$570.13		

Details of guests hosted: _____

Signature: _____ Date: _____ Approved: _____

- [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
AC8226 ¹	Edmonton, Edmonton Int'l (YEG) Fri 09-Jan 2015 09:00	Calgary (YYC) Fri 09-Jan 2015 09:47	0	0hr47	CRJ	<u>Flex.</u> V	
AC8156 ¹	Calgary (YYC) Fri 09-Jan 2015 18:00	Edmonton, Edmonton Int'l (YEG) Fri 09-Jan 2015 18:50	0	0hr50	CRJ	<u>Flex.</u> V	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Richard J Lelacheur : Adult (16+), Ticket Number: 0142143113096

Air Canada - Aeroplan : **111042404**

Meal Preference : **None**

Payment Card: **xxxx-xxxx-xxxx-0740**

Special Needs: **None**

Seat Selection: **AC8226 11D , AC8156 11D**

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex.

154.00

Return Flight - Flex.

154.00

Surcharges

24.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

60.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

20.31

Air Travellers Security Charge (ATSC)

14.25

Total before options (per passenger)

426.56

Number of passengers

x 1

Total with options

426.56

Travel Insurance (declined)

0.00

Thank You for choosing

ASSOCIATED CAB

for all your transportation needs.

Visit our counter at the
Calgary International Airport
international arrival door.



Driver ES Date JAN-9
Car # 1345 Amount 45.-
GST Included # BAKIGI2C

Thank You for choosing

ASSOCIATED CAB

for all your transportation needs.

Visit our counter at the
Calgary International Airport
international arrival door.



Driver BASSI Date JAN-9-2015
Car # 1190 Amount 45.00
GST Included # _____

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

P3 South E 09/01/15 18:58
Receipt 050072

Short-term parking tkt

HL - No: 021164
09/01/15 07:27
10/01/15 07:26
Period Id0h0'
(Tax) \$25.00

Total -----
\$25.00

Payment Received

VISA \$25.00
XXXXXXXXXXXX0740
Merch:82005340013

Auth:

Type: Swiped

Sub Total \$23.81
Tax 5% \$1.19

0038F28E 1/1

RECEIPT

NO IN AND OUT PRIVILEGES
LOT 1

License Plate Number

BJT2798

Expiration Date/Time

01:50 PM JAN 19, 2015

Purchase Date/Time: 11:50am Jan 19, 2015

Total Parking: \$13.33

Total gst: \$0.67

Total Due: \$14.00

Total Paid: \$14.00

Ticket #: 10078931

S/N #: 500012210400

Setting: Lot 1

Mach Naire: Meter 1

Rate: \$14.00 - 2 hours

Payment Type: Card

Card #****-0740, Visa

Auth #: 039502

GST #887316638RT0001

HMSHOST
MONTANA'S COOKHOUSE
EDMONTON INTERNATIONAL AIRPORT

298916 Tina

109/1 GST 1

371

JAN09'15 7:42AM

DINE IN

*** SEAT 1 ***
1 COFFEE BAR 2.89
1 BRK SANDWICH 10.99
TAX 0.69 AMOUNT D 14.57

SUBTOTAL 13.88
TAX 0.69
AMOUNT DUE \$ 14.57

THANK YOU FOR YOUR BUSINESS!
TELL US ABOUT YOUR EXPERIENCE

TAMARA LAWLOR
780-890-4447
TAMARA.LAWLOR@HMSHOST.COM

GST #137512901