



**EXPENSE REPORT**

DATE: November 1-30, 2017

Name: Dan Gorman

Title: HRA Board Member

**1) Travel**

Travel Type	Expense Description	Date	Amount	Notes
Board Meeting	airfare	November 22-23, 2017	355.16	Grande Prairie to Edmonton
	baggage fees	November 22-23, 2017	52.50	
	taxi	November 22, 2017	18.00	
	meals	November 22, 2017	22.30	
	parking	November 23, 2017	11.00	
	accommodation	November 22-23, 2017	106.38	
			<u>565.34</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

HORSE RACING ALBERTA  
DATE 11-27  
BATCH No. 1776-2  
AMOUNT  
606000  
12.14  
-009 553.19

ENTERED BY	CHECKED BY	APPROVED BY


**Expense Report**


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: DAN GORMAN Board HRA  
Reason for Travel: HRA Board meeting - Thur. Nov 23 - Reduc

Month/Day	Nov 22	Nov 23	TOTAL	Office Use Only	Net
Travel from:					
Travel to:	Gr Prairie to Edm	Edm to Gr. Pr.			
Mileage: # kms					
Amount @ .50					
Airfare	\$355.16		355.16		
Taxi/Bus	18.00		18.00		
Auto Rental					
Parking		11.00	11.00		
Hotel		106.38	106.38		
Other Accom.					
Meals	22.30		22.30		
Meal Allowance					
Hosting					
Baggage fee	26.25	26.25			
Other (Specify)					
TOTAL					
					52.50
					565.34

Details of guests hosted: \_\_\_\_\_

Signature:  Date: Nov 27/17 Approved: \_\_\_\_\_

\* PLEASE MAKE cheque payable to: "Evergreen Park" 

# < Confirmation

▼ Step 7 of 7



Booking complete. We've sent a copy of your itinerary to: [dgorman@evergreenpark.ca](mailto:dgorman@evergreenpark.ca)

## Reservation code

COTFRL

## Flights

Grande Prairie, AB (YQU) to Edmonton, AB (YEG)  
Round trip, 1 guest  
Nov 22, 2017 to Nov 23, 2017

\$355.16 CAD

## Payment

Payment card

\$355.16 CAD  
Visa ending in \*8672

Total:

\$355.16 CAD

## Rent a car

Birch-  
off

05-6970 33825

Edmonton

65T 1691

## Airport (YEG)

Edit search

Wed.

Nov.

22,

26:00

PM

*Jans flights to  
HRA Board mtg  
at Reduc on*

Reserve today and don't pay until you pick it up

*Nov 23*

Sc  
by



**PAYMENT RECEIPT / RECU DE PAIEMENT**

Name/Nom  
**GORMAN/DAN**

PNR  
**COTFRL**

Date  
**23NOV17**

Time/Heure  
**5:53AM**

Total (CAD)  
**GORMAN/DAN**  
**\$25.00**    **\$1.25**

Description	Fee/Frais (CAD)	GST/TPS	Total (CAD)
FIRST BAG 8382606640215	\$25.00	1.25	26.25
	\$25.00	1.25	26.25

VI XXXXXXXXXXXXXXX5852 0621  
AUTH 081208

GST/TPS No. 866112535  
QST/TVQ No. 1202807956 TQ0001

*ATA Board mtg in  
Redme - Nov 23  
Baggage Fee*

*HRA Boardmty ad*  
WOODY'S BAR-BQ  
7420 SPARROW DR  
LEDUC, AB T8E6A6

*5 vapers the*  
**SALE**  
*n: right before*

MID: 6115602  
TID: 001  
Batch #: 069  
11/22/17  
APPR CODE: 070274  
VISA  
\*\*\*\*\*5852

REF#: 00000034

Chip  
\*\*\*

**AMOUNT \$17.30**  
**TIP \$6.00**  
**TOTAL \$22.30**

APPROVED

VISA CREDIT

AID: A0000000031010

TVR: 00 80 00 80 00

TSE: F8 00

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES  
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH  
ISSUER AGREEMENT WITH CARDHOLDER  
ACCORDANCE WITH ISSUER'S

AGREEMENT  
WITH CARDHOLDER

THANK YOU / MERCH

CUSTOMER COPY

*HRA Boardmty*  
*parking at airport*  
*(a reduce mty)*

WELCOME TO  
GRANDE PRAIRIE AIRPORT  
Please Do Not Pay  
Until Ready to Leave  
PLEASE KEEP THIS TICKET  
WITH YOU

Entered/Arr/Leave:  
2017/11/22 17:10

Ticket/Billet#: 95250676  
Dur/Purce: 0:00:00  
Paid On/Paye Le:  
2017/11/23 19:16

Paid/Paye: \$ 0.00  
Original Fee: \$ 11.00  
GST: \$ 0.00

Change: \$ 0.00

SE: \$ 0.00

GST# 874898296810001  
Merchant ID:  
M

UNKNOWN

Seq GP/IDE09

Purchase 17/11/23 19:16:24  
TRANSACTION NOT COMPLETED /

AIRPORT TAXI SERVICE  
4608 101 ST.  
(7808907070)

EDMONTON AB

CARD \*\*\*\*\*5852  
CARD TYPE VISA  
DATE 2017/11/22  
TIME 6009 20:50:45  
INVOICE # 955  
RECEIPT NUMBER  
C85037558-001-035-002-0

PURCHASE  
TOTAL

**\$18.00**

VISA CREDIT

A0000000031010

E37E15BC2764883F

008008000-E800

EFF3EEFB313186B6

008008000-F800

*Taxi - for*

*HRA*

*Beard*

*mty*

*L. Cave*

**APPROVED**

AUTH# 013087

THANK YOU

*Ry 11/23*

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



Wingate by Wyndham Leduc Edmonton Airport  
 7120 Sparrow Drive  
 Leduc AB T9E 8A5  
 Tel: (780) 769-0079 Fax: (780) 769-0088  
 GST # GST 5% 83510 3649 RT0001

11-23-17

Folio No. : 28339	Room No. : 508
A/R Number :	Arrival : 11-22-17
Group Code :	Departure : 11-23-17
Company :	Conf. No. : 22315845
Wyndham Rewards :	Rate Code : LXWI
Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
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11-22-17	Room Charge	97.60	
11-22-17	Tourism Levy	3.90	
11-22-17	GST	4.88	
11-23-17	Visa		106.38

XXXXXXXXXXXX5852

<b>Total</b>	<b>106.38</b>	<b>106.38</b>
<b>Balance</b>	<b>0.00</b>	

Please contact your Traveler about any issues with your stay. Wingate or affiliates may contact you about goods and services unless you call 877-333-6883 or write to Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wingate website about privacy.

Thank you for staying with us.  
 It was our pleasure to serve you.

HK A Board meeting at  
 Leduc - Nov 23 at  
 the wingate



PAYMENT RECEIPT / RECUE DE PAIEMENT

Name/Nom  
GORMAN/DAN

PNR  
COTFRL

Date  
22NOV17

Time/Heure  
8:06AM

Description	Fee/Frais (CAD)	GST/TPS	Total (CAD)	Total (CAD) GORMAN/DAN	\$1.25
FIRST BAG 8382606630076	\$25.00	1.25	26.25	\$25.00	\$1.25
	\$25.00	1.25	26.25		

VI XXXXXXXXXXXXX5852 0621  
AUTH 056366

GST/TPS No. 866112535  
GST/TVQ No. 1202807956 TQ0001

{ Re-HRA Board mtg in Reduc  
on Nov 22 - Air flying down  
evening before } 