



**EXPENSE REPORT**

DATE: October 1-31, 2017

Name: Dan Gorman

Title: HRA Board Member

**1) Travel**

| Travel Type   | Expense Description | Date               | Amount   | Notes                           |
|---------------|---------------------|--------------------|----------|---------------------------------|
| Board Meeting | mileage             | September 22, 2017 | 690.40   | Grande Prairie to Balzac return |
|               | accommodation       | September 21, 2017 | 134.72   | Airdrie                         |
|               | accommodation       | September 22, 2017 | 215.40   | Edmonton                        |
|               | meals               | September 23, 2017 | 11.63    |                                 |
|               | meals               | September 23, 2017 | 30.00    |                                 |
|               |                     |                    | 1,082.15 |                                 |

**2) Conferences**

| Conference Name | Expense Description | Date | Amount | Notes |
|-----------------|---------------------|------|--------|-------|
|-----------------|---------------------|------|--------|-------|

**3) Professional membership dues**

| Membership Type | Expense Description | Date | Amount | Notes |
|-----------------|---------------------|------|--------|-------|
|-----------------|---------------------|------|--------|-------|

HC HORSE RACING ALBERTA

000 10-28

1721-25

No. AMOUNT

00 27.05

6060.00

-009 1055.09



720, 9707 - 110 Street  
Edmonton, AB T5K 2L9

Expense Report

ENTERED CHECKED APPROVED

- 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 GORANAN Board HRA  
 Reason for Travel: HRA Board Meeting - Fri-Sept 22 - Ba/rac

| Month/Day       | SEPT                                   | TOTAL         | Office Use Only | GST | Net      |
|-----------------|--|---------------|-----------------|-----|----------|
| Travel from:    | Grande Prairie                         |               |                 |     |          |
| Travel to:      | to Ba/rac & Return                     |               |                 |     |          |
| Mileage: # kms  | 1380                                   | 80 Km (TOTAL) |                 |     | \$690.40 |
| Amount @ .50    |  |               |                 |     |          |
| Airfare         |  |               |                 |     |          |
| Taxi/Bus        |  |               |                 |     |          |
| Auto Rental     |  |               |                 |     |          |
| Parking         |  |               |                 |     |          |
| Hotel           | Ramada - Grande Prairie - Sept 21 - 22 | 39.72         |                 |     |          |
|                 | Wilton Garden - 5th - Sept 22 - 23     | 25.40         |                 |     |          |
|                 |  |               |                 |     | 350.12   |
| Other Accom.    |  |               |                 |     |          |
| Meals           | 11.25 - 11.63                          | 41.63         |                 |     |          |
|                 | 11.25 - 30.00                          | 41.63         |                 |     |          |
| Meal Allowance  |  |               |                 |     |          |
| Hosting         |  |               |                 |     |          |
| Other (Specify) |  |               |                 |     |          |
| TOTAL           |  |               |                 |     | 1082.15  |

Details of guests hosted

Signature: [Signature] Date: Oct 3/17 Approved: [Signature]

HRA mty -  
 Bobac -  
 Sep 21 17  
 [Signature]

**RAMADA AIRDRIE**  
 191 EAST LAKE CRESCENT  
 AIRDRIE AB T4A 2H7 CA  
 Phone: 403-945-1288  
 Fax: 403-945-1012  
 Email: gm@ramadaairdrie.com  
 Printed: 9/22/2017 11:27:40 AM

## Folio (Detailed)

**Name:** GORMAN, DAN  
**Address:** 9802 75 AVE  
 GRANDE PRAIRIE, AB T8V4W9 CA  
**Room:** 415  
**Room Type:** SNK1  
**Rate Plan:** RACK  
**Daily Rate:** \$120.00 + \$14.72 Tax  
**Arrival:** 9/21/2017 (Thu)  
**Departure:** 9/22/2017 (Fri)  
**Nights:** 1  
**Guests:** 1/0  
**GTD:** VI - VISA  
 XXXX XXXX XXXX 5852

**Confirmation Number:** 81006EC006291  
**Account Number:** 653-458589

### Room Rate:

9/21/2017 (Thu) - 9/21/2017 (Thu) \$120.00 + \$14.72 Tax per night.

| Date      | Code  | Description           | Amount     | Balance  |
|-----------|-------|-----------------------|------------|----------|
| 9/21/2017 | RM    | ROOM CHARGE           | \$120.00   | \$120.00 |
| 9/21/2017 | TAX 1 | HOTEL LEVEY           | \$4.80     | \$124.80 |
| 9/21/2017 | TAX 2 | DMF                   | \$3.60     | \$128.40 |
| 9/21/2017 | TAX 3 | GST                   | \$6.00     | \$134.40 |
| 9/21/2017 | TAX 4 | GST TAX ON DMF        | \$0.18     | \$134.58 |
| 9/21/2017 | TAX 5 | TOURISM ON DMF        | \$0.14     | \$134.72 |
| 9/22/2017 | VI    | VISA (5852)<br>085334 | (\$134.72) | \$0.00   |

### Summary

| Room     | Tax     | F&B    | Other  | CC         | Cash   | DB     |
|----------|---------|--------|--------|------------|--------|--------|
| \$120.00 | \$14.72 | \$0.00 | \$0.00 | (\$134.72) | \$0.00 | \$0.00 |

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### Guest Signature:

[Signature]

1) Regardless of charge instructions, the undersigned acknowledges the above as personal indebtedness. (2) This property is privately owned and management reserves the right to refuse services to any one, and will not be responsible for injury or accidents to guests or loss of money, jewelry or any personal valuables of any kind. We or our affiliates may contact you about goods and services unless you call 888-946-4283 or write to Opt. Out/Privacy, Wyndham Hotel Group, LLC, 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our website about privacy.

GST #854002367 RT0001



GST# 849702444 RT0004

17610 Stony Plain Road • Edmonton, Alberta T5S 1A2  
 Phone (780) 443-2233 • Fax (780) 443-4171  
 Reservations  
 www.westedmonton.gardeninn.com or 1 877 STAY HGI

Name & Address

GORMAN, DAN  
 BOX 370  
 GRAND PRAIRIE AB T8V3A5  
 CANADA

Room 410/K1RZ  
 Arrival Date 9/22/2017 7:37:00 PM  
 Departure Date 9/23/2017  
 Adult/Child 1/0  
 Room Rate 144.00  
 Rate Plan: LV6  
 HH#  
 AL:  
 Car:

*Handwritten signature and notes:*  
 17610 Stony Plain Road  
 Edmonton, Alberta  
 T5S 1A2  
 (780) 443-2233

Confirmation Number: 3376806828

9/23/2017



| DATE                   | REFERENCE | DESCRIPTION               | AMOUNT           |
|------------------------|-----------|---------------------------|------------------|
| 9/22/2017              | 2357732   | *IN ROOM DINING           | \$53.73          |
| 9/22/2017              | 2357821   | GUEST ROOM                | \$144.00         |
| 9/22/2017              | 2357821   | TOURISM LEVY              | \$5.83           |
| 9/22/2017              | 2357821   | GST                       | \$7.42           |
| 9/22/2017              | 2357821   | DESTINATION MARKETING FEE | \$4.32           |
| 9/23/2017              | 2357952   | VS *5852                  | (\$215.40)       |
|                        |           | **BALANCE**               | \$0.00           |
| EXPENSE REPORT SUMMARY |           |                           |                  |
|                        |           | 9/22/2017 STAY TOTAL      |                  |
|                        |           | ROOM AND TAX \$161.67     | \$161.67         |
|                        |           | FOOD AND BEVERAGE \$53.73 | \$53.73          |
|                        |           | DAILY TOTAL \$215.40      | \$215.40         |
|                        |           | Total Invoice Amount      | \$197.73 \$17.67 |



|                      |                    |
|----------------------|--------------------|
| DATE OF CHARGE       | FOLIO NO./CHECK NO |
| 9/23/2017            | 406982 A           |
| AUTHORIZATION        | INITIAL            |
| 074007               |                    |
| PURCHASES & SERVICES |                    |
| TAXES                |                    |
| TIPS & MISC.         |                    |
| TOTAL AMOUNT         | -215.40            |

ACCOUNT NO. VS \*5852

CARD MEMBER NAME GORMAN, DAN

ESTABLISHMENT NO. & LOCATION RETAILER/MENT AGREE TO TRANSFER TO CARDHOLDER FOR PAYMENT

CARD MEMBER'S SIGNATURE *[Signature]*

X

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND. PAYMENT DUE UPON RECEIPT. 1.1% PER MONTH INTEREST CHARGE WILL BE APPLIED TO ALL PART DUE INVOICES.

**Tim Hortons**  
*Happy - busy*

TH # 102212  
 4216 Elko Dr., Whitecourt AB, T7S 1P5  
 (780) 778-8771

**Take Out**

|                      |        |
|----------------------|--------|
| 1 LG Original Blend  | \$2.09 |
| 1 Black              |        |
| 1 Paper Cup          |        |
| 1 LG Steak & Cheese  | \$8.99 |
| 1 LG Whole Wheat Bun |        |
| 1 NO Red Onion       |        |
| 1 NO Barbecue Mayo   |        |

Subtotal: \$11.08  
 GST: \$0.55  
 Total Tax: \$0.55

**Grand Total:** \$12.18  
 (VISA)

Change Due : \$0.00  
 Order #: 461  
 Cashier: SHIFT 1

HILTON GARDEN INN WEST  
 EDMONTO  
 17610 STONY PLAIN RD NW  
 EDMONTON AB

CARD \*\*\*\*\*5862  
 CARD TYPE VISA  
 DATE 2017/09/23  
 TIME 0040 09:40:18  
 CLERK ID 68  
 RECEIPT NUMBER  
 C82030082-001-085-005-0

PURCHASE AMOUNT \$23.00  
 TIP \$7.00

TOTAL *with tip* \$30.00  
*H.P. B...*

VISA CREDIT  
 A0000000031010  
 979004F1F46A4BA2  
 0080008000-E800  
 00523A00505ABF1A  
 0080008000-F800

**APPROVED**

AUTH# 005375 01-027  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

BST #: 823553854  
 09-23-2017 11:47:09 AM  
 Receipt #: 40843244  
 Order ID: 408793984

