



EXPENSE REPORT

DATE: August 1-31, 2018

Name: Mara Coote-Freeman

Title: HRA Board Member

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
HRA Committee Meeting	mileage	August 8, 2018	480.00	Olds/Edmonton return
	parking	August 8, 2018	16.00	
	meals	August 8, 2018	7.50	
HRA Board Meeting	mileage	August 16-17, 2018	210.00	Olds/Calgary Calgary/Grande Prairie
	airfare	August 16-18, 2018	555.01	
	taxi	August 16, 2018	29.95	
	parking	August 18, 2018	23.85	
	meals	August 18, 2018	71.33	
			1,393.64	

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	8-28
BATCH No.	1775-41
ENTERED BY	AMOUNT
606000	33.18
-002	1360.46
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: Mara Coote Freeman Board yes

Reason for Travel: Committee board meeting

Month/Day	8-Aug-18	1900-17-08 Aug 17 4:04:48 AM	Office Use Only	
			TOTAL	Net
Travel from:	Home	home		
Travel to:	Hra office	airport		
Mileage: # kms			0	
Amount @ .50	\$480.00	\$210.00	\$0.00	\$690.00
Airfare		\$568.00 \$55.01		\$568.00 \$55.01
Taxi/Bus		\$29.95		\$29.95
Auto Rental				\$0.00
Parking	\$16.00	23.85		39.85 \$16.00
Hotel				\$0.00
Other Accom.				\$0.00
Meals	\$7.50	\$71.33		\$78.83
Meal Allowance				\$0.00
Hosting				\$0.00
Other (Specify)		890.14 \$879.28		1393.64 \$1392.78
TOTAL	\$503.50	\$0.00	\$0.00	\$1392.78

Details of receipts attached:

Si M Coote Freeman 08.23.18 Approved:



Choose McDonald's!
Apply Now, We Are Hiring!!

185

KS# 1 08/07/2018 02:18:28 PM

QTY	ITEM	TOTAL
1	Hamburger	1.59
1	Filet-O-Fish	5.19
2	M StrManP Smo	6.98

Subtotal 13.76
 GST 0.69
 Take-Out Total 14.45

1.50

DEBIT CARD
Change

GST #: 877148825
 We are Open 24 hours

PLEASE TURN THIS OVER! PLEASE TURN THIS OVER! PLEASE TURN THIS OVER!

17401

1 @ 2.09

2.23

Container Deposit .10

Enviro Fee .04

UBTOTAL

11.22

GOODS AND SERVICES TAX

.56

TOTAL

11.78

AMOUNT TENDERED

Cash

20.00

NET TOTAL PAYMENT

CHANGE

20.00

GOODS AND SERVICES TAX ANALYSIS
CODE RATE% TAXABLE

8.22

TAXABLE

ING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

01:34 PM AUG 08, 2018

Purchase Date/Time: 09:34am Aug 08, 2018

Total Parking: \$15.24

Total GST: \$0.76

Total Due: \$16.00

Total Paid: \$16.00

Ticket #: 07687610

SW #: 10008440030

Setting: Lot 371

Mach Name: Meter 1

Rate: \$16 - 4 Hours
Payment Type: Card

#0000-0011, Visa

Auth #: 063276

GST #897316638RT0006
NO IN AND OUT PRIVILEGES

RECEIPT

Impark Lot 02-371

: 01:34pm Aug 08, 2018

Purchase Date/Time: 09:34am Aug 08, 2018

Total Parking: \$15.24

Total GST: \$0.76

Total Due: \$16.00

Total Paid: \$16.00

Ticket #: 07687610

Setting: Lot 371

Mach Name: Meter 1

Rate: \$16 - 4 Hours
Payment Type: Card

Vehicle Area 11

ACROPOLIS RESTAURANT AND
10011 101 AVE
GRANDE PRAIRIE, AB, T8V
780-538-4424

DEBIT SALE

Batch # 002 REF#: 00000006
08/17/18 RRN: 000003260817
APPR CODE: 000526 210525
Trace: 6 Chip
DEBIT/SAVING
*****7291

AMOUNT
TIP \$36.16
TOTAL \$3.62
\$39.77

APPROVED - 00

Interac
AID: A0000002771010
TVR 80 80 00 80 00
TSI 78 00

Euro Cafe

CALGARY INT'L AIRPORT
PO BOX 65
2000 AIRPORT ROAD NE
CALGARY AB T2E6W5
CANADA

ORE: 01393 REG: 002 CASHIER: Yosini
RKEY WRAP
791900092 1 @ 8.99 8.99
ISANI WATER 591ML

ull, Visa

GST 738307925 RT0001

DEBIT SALE

REF#: 000000004

Batch #: 534 PRN: 000520890816
08/16/18 112009

ORDER#: 9

APPR CODE: 142309

Trace: 4

DEBIT/SAVING

*****7291

Chip

AMOUNT

\$23.85

APPROVED - 00

Interac

AID: A0000002771010

MOXIES #379
212-11801 100th Street
Grande Prairie AB T8V3Y2
780-532-4401

** TRANSACTION RECORD **
Tran #: 297

Check #: 631851
Employee #: 309
Employee: JADE

Interac Purchase
From Savings
XXXXXXXXXX7291 C
AID: A0000002771010
App Name: Interac

Amount \$16.28
Tip \$3.50

=====
TOTAL CAD \$19.78

APPROVED 214256
00-001 (001) 214256
379MCS16/379MCD16
001001001013
08/16/2018 7.43

[Print this page](#)
eTicket Receipt
Prepared For

COOTE/MARA MRS

Reservation Code YHMBIO
Issue Date 07Aug18
Ticket Number 8382139009448
Issuing Airline WESTJET
Issuing Agent WestJet/SDX

Itinerary Details

Travel Date	Airline	Departure	Arrival	Other notes
16Aug18	WESTJET WS 3215	CALGARY INTL AB, CANADA Time 13:55	GRANDE PRAIRIE AB, CANADA Time 15:19	Seat Number <i>Check-in Required</i> Baggage Allowance <i>NIL</i> Booking Status <i>Used to fly</i> Fare Basis <i>MA07E</i> Not Valid Before <i>16Aug18</i> Not Valid After <i>16Aug18</i>
18Aug18	WESTJET WS 3188	GRANDE PRAIRIE AB, CANADA Time 12:20	CALGARY INTL AB, CANADA Time 13:42	Seat Number <i>Check-in Required</i> Baggage Allowance <i>NIL</i> Booking Status <i>Used to fly</i> Fare Basis <i>PA10TE</i> Not Valid Before <i>18Aug18</i> Not Valid After <i>18Aug18</i>

Allowances

Baggage Allowance

YYC to YQU - 0 Pieces WESTJET
Prices of additional baggage pieces:

1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YQU to YYC - 0 Pieces WESTJET
Prices of additional baggage pieces:

1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YYC to YQU , YQU to YYC - 1 Piece (WS - WESTJET)

Carry On Charges

YYC to YQU , YQU to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	Credit Card - Visa : XXXXXXXXXXXXXXX 9011
Fare Calculation Line	YYC WS YQU229.00WS YYC198.00CAD427.00END
Fare	CAD 427.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (Other Air Transportation Charges) CAD 23.26 XG8 (Goods and Services Tax (GST)) CAD 14.25 CA4 (Air Travellers Security Charge) CAD 50.00 SQ (Airport Improvement Fee (AIF)) CAD 2.50 XG9 (Goods and Services Tax (GST))
Total Fare	CAD 541.01

Positive identification required for airport check in

Notice:

*x 14.00 seat
555.01*

QST # 1202807956TQ0001 GST # 866112535

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.itatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

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