



EXPENSE REPORT

DATE: December 1 - 31, 2020

Name: Dan Gorman

Title: HRA Board Member

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
HRA Special Board Meeting	airfare	December 18 - 19, 2020	719.81	Grande Prairie/Edmonton return
	baggage fees	December 18 - 19, 2020	61.40	
	accommodation	November 19, 2018	96.82	

878.03

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

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: SPECIAL Board mtg.

OFFICE OF THE CHIEF EXECUTIVE OFFICER
1-2
1864-30
22.40
606000
-009 878.03
APPROVED BY

Held at Wingate Hotel
in Le due Nov 19/19

Month/Day	Dec 18	Dec 19				TOTAL	Office Use Only	
							GST	Net
Travel from:								
Travel to:								
Mileage: # kms								
Amount @ .50								
Airfare		737.36						
Taxi/Bus								
Auto Rental								
Parking								
Hotel		99.09						
Other Accom.								
Meals								
Meal Allowance								
Hosting								
Baggage Fee	31.50	31.50						
Other (Specify)								
TOTAL							899.45	

899.45
- 42.83
+ 21.41
878.03

TOTAL
899.45

Details of guests hosted:

Signature:

Date: Dec 20/19

Approved:

(* PLS MAKE cheque payable to: EVERGREEN PARK)



eTicket Receipt

Prepared For
GORMAN/DANIEL MR

RESERVATION CODE	GCJYDF
ISSUE DATE	13Dec19
TICKET NUMBER	8382153799740
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	WS535728616

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
18Dec19	WESTJET WS 3133	GRANDE PRAIRIE AB, CANADA	EDMONTON INTL AB, CANADA	Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status OK TO FLY Fare Basis HA1F5EHS Not Valid Before 18DEC19 Not Valid After 18DEC19
	Operated by: WESTJET ENCORE	Time 10:30	Time 11:39	
19Dec19	WESTJET WS 3240	EDMONTON INTL AB, CANADA	GRANDE PRAIRIE AB, CANADA	Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status OK TO FLY Fare Basis QA5D0EHS Not Valid Before 19DEC19 Not Valid After 19DEC19
	Operated by: WESTJET ENCORE	Time 17:30	Time 18:43	

Allowances

Baggage Allowance

YQU to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YEG to YQU - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 50.00 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 CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

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

Carry On Charges

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

Payment/Fare Details

Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXX 5852
Fare Calculation Line	YQU WS YEA Q10.00 304.00WS YQU Q10.00 285.00CAD609.00END
Fare	CAD 609.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) CAD 32.36 XG8 (GOODS AND SERVICES TAX (GST)) CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) CAD 55.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) CAD 2.75 XG9 (GOODS AND SERVICES TAX (GST)) CAD 737.36 - 17.55 = 719.81
Total Fare	

35.11
÷ 2
17.55

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see <https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.



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

12-19-19

Daniel Gorman	Folio No. : 57992	Room No. : 508
9802 75 Ave	A/R Number :	Arrival : 12-18-19
Grande Prairie AB T8V 4W9	Group Code :	Departure : 12-19-19
CA	Company :	Conf. No. : 85319EC028675
	Wyndham Rewards : 166706206E	Rate Code : S3A
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
12-18-19	Room Charge	90.90	
12-18-19	Tourism Levy	3.64	
12-18-19	GST	4.55	
12-19-19	Visa		99.09

XXXXXXXXXXXX5852

Wyndham Rewards members earn valuable points on qualifying stays at nearly 7,000 hotels around the world. If you are not already a member, join the next time you check-in, visit us at www.wyndhamrewards.com or call 866-996-7937.

Total	99.09	99.09
Balance	0.00	- 2.27
		96.82

Guest Signature: _____

Please contact the Manager about any issues with your stay. Wingate or affiliates may contact you about goods and services unless you call 877-333-6683 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.



PAYMENT RECEIPT / RECU DE PAIEMENT

Name/Nom
GORMAN/DANIEL

PNR
GCJYDF

Date
17DEC19

Time/Heure
10:49AM

Description	Fee/Frais (CAD)	GST/TPS	Total (CAD)
FIRST BAG 8382605300911	\$30.00	1.50	31.50
	\$30.00	1.50 ÷ 2 = .75	31.50

-.75
29.25

-.75

30.75

CARDHOLDER NAME/NOM DU DETENTEUR DE LA CARTE

DAN GORMAN

VI XXXXXXXXXXXXX5852 0621

AUTH 033049

GST/TPS No. 866112535

QST/TVQ No. 1202807956 TQ0001

Total (CAD)

GORMAN/DANIEL

\$30.00

\$1.50

PASSENGER RECEIPT 1

19DEC19 21000184

YEG 4AI

/EDMONTON INTL AB

GORMAN/DANIEL MR

NOT VALID FOR

**TRANSPORTATION*

PSGR TICKET 8382153799740

YEGYQU-WS

01 FIRST BAG FEE

30.00

GCJYDF/

2
CA REFUNDABLE ONLY WITH
RELATED FLIGHT CPN
RETAIN THIS RECEIPT
6 THROUGHOUT YOUR
JOURNEY

FOR CONDITIONS OF
CONTRACT - SEE
PASSENGER TICKET AND
BAGGAGE CHECK

NOT VALID FOR TRAVEL

CAD

30.00

XG

1.50

NA

NA

CAD

31.50

,75

30.75

FP VIXXXXXXXXXXXXX5852 022137

0 838 2605324593 3