



**Name:** Eric Kimmel

**Position:** Vice President, Strategy Development.

**Reporting Period:** April 1 - May 31, 2017

Date Expense Incurred	Expense Type	Location	Description/Rationale	Amount	Receipt
22-Feb-17	Taxi	Calgary	Conference Board of Canada	\$ 38.64	Receipt
21-Feb-17	Airfare (return)	Calgary to Edmonton	Conference Board of Canada	\$ 367.76	Receipt
21-Feb-17	Airfare Change Fee	Calgary to Edmonton	Conference Board of Canada	\$ 302.40	Receipt
22-Feb-17	Hotel	Edmonton	Conference Board of Canada	\$ 156.06	Receipt
22-Feb-17	Dinner	Edmonton	Conference Board of Canada	\$ 79.38	Receipt
23-Feb-17	Dinner	Calgary	Conference Board of Canada	\$ 31.40	Receipt
23-Feb-17	Taxi	Calgary	Conference Board of Canada	\$ 41.98	Receipt
6-Mar-17	Airfare (return)	Calgary to Ottawa to Montreal	Conference Board of Canada	\$ 856.40	Receipt
6-Mar-17	Taxi	Ottawa	Conference Board of Canada	\$ 38.56	Receipt
6-Mar-17	Hotel	Ottawa	Conference Board of Canada	\$ 1,375.87	Receipt
7-Mar-17	Taxi	Ottawa	Conference Board of Canada	\$ 18.32	Receipt
7-Mar-17	Taxi	Ottawa	Conference Board of Canada	\$ 23.84	Receipt
7-Mar-17	Dinner	Ottawa	Conference Board of Canada	\$ 65.09	Receipt
8-Mar-17	Dinner	Ottawa	Conference Board of Canada	\$ 56.70	Receipt
8-Mar-17	Taxi	Ottawa	Conference Board of Canada	\$ 22.00	Receipt
9-Mar-17	Taxi (2 trips)	Ottawa	Conference Board of Canada	\$ 40.68	Receipt
11-Apr-17	Airfare (return)	Calgary to Edmonton	Cleantech Roadmap Internal Engagement session	\$ 439.16	Receipt
11-Apr-17	Taxi	Edmonton	Cleantech Roadmap Internal Engagement session	\$ 63.25	Receipt
11-Apr-17	Hotel	Edmonton	Cleantech Roadmap Internal Engagement session	\$ 195.35	Receipt
11-Apr-17	Dinner	Edmonton	Cleantech Roadmap Internal Engagement session	\$ 71.54	Receipt
12-Apr-17	Taxi	Edmonton	Cleantech Roadmap Internal Engagement session	\$ 62.40	Receipt
12-Apr-17	Parking	Calgary	Cleantech Roadmap Internal Engagement session	\$ 29.35	Receipt
<b>Total</b>				<b>\$ 4,376.13</b>	



### Missing Itemized Receipt Details and Follow-up

Calgary Head Office  
Suite 1000, 250 - 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

Employee Name: Eric Kimmel

Submission Date: \_\_\_\_\_

23-Mar 17

Position: VP

Branch: Strategy

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
Taxi	22-Feb	38.64	<i>from office to YXC airport</i>	<i>Business trip to</i>	Lost
Meal	22-Feb	79.38	<i>Dinner</i>	<i>Edmonton</i>	Lost
Taxi	23-Feb	41.98	<i>YXC airport to home office</i>		Lost
Meal	23-Feb	31.4	<i>Dinner</i>		Lost
Hotel	23-Feb	156.06	<i>overnight stay</i>		Lost
Total Amount		347.46			

The expenses above were incurred and are related to AER business. These expenses have not been claimed previously and do not include the purchase of any alcoholic beverages.

Employee Signature: \_\_\_\_\_

Date: Mar 27/17

Approver Signature: \_\_\_\_\_

Date: Mar 27/17



YOUR BOOKING IS  
CONFIRMED

Booking Reference : MZ3GM5

Travel booked/ticket issued on: 10 February 2017

## Passengers



Mr. Eric Kimmel

Ticket Number



Aeroplane



Depart Travel Options

YQ none

Seats

AC8225  
1A

Return

YQ none

AC8151  
7C

Depart

**Economy Tango**

Tuesday  
21 Feb, 2017

**18:00**  
**Calgary**  
Calgary Intl. (YYC), Canada



**18:52**  
**Edmonton**  
Edmonton Intl. (YEG), Canada

 **0 hr 52**  
AC8225 Operated by Air Canada Express - Jazz   
TANGO, S

 Return

**Economy** Tango

Wednesday  
22 Feb, 2017

**15:30**  
**Edmonton**  
Edmonton Intl. (YEG),  
Canada



**16:24**  
**Calgary**  
Calgary Intl. (YYC), Canada

 **0 hr 54**  
AC8151 Operated by Air Canada Express - Jazz **Q400** |  
TANGO, S

## Purchase summary

**1 Adult**



Air Transportation Charges

Base Fare 222.00

Surcharges 24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001 16.01

Air Travellers Security Charge 14.25

Airport Improvement Fee - Canada 60.00

**Total before options** (per passenger) **336.26**

Number of passengers **x1**

**Total**

---

336<sup>26</sup>

Seat selection

MR.Eric Kimmel

AC8225: 1A - Preferred Seat (WINDOW)

20.00 ✓

AC8151: 7C - Standard Seat (AISLE)

10.00 ✓

Goods and Services Tax - Canada no. 100092287 RT0001

1.50 ✓

**Total**

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367<sup>76</sup>

GRAND TOTAL - Canadian dollars

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\$367<sup>76</sup>

## Baggage allowance

### Carry-on Baggage

### Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View [Air Canada's additional checked baggage policy](#).
- View the [additional checked baggage policy of Air Canada's codeshare and interline partners](#).



CANADA, U.S.: 1 (888) 247-2262

**AIR CANADA**

A STAR ALLIANCE MEMBER

## Purchase Summary

Passenger: 1 Ticket number [REDACTED]

<b>Date of issue</b>	21-Feb 2017
<b>Fare Amount in Canadian dollars:</b>	334.00
<i>(including <u>navigational &amp; other charges</u>)</i>	
<b>Taxes, Fees &amp; Charges</b>	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	4.40

<b>Total Fare in Canadian dollars:</b>	92.40 ✓
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### Options

Preferred Seat in Canadian dollars	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	1.00
Seat Fee(s) in Canadian dollars	10.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	0.50
Change fee in Canadian dollars	200.00 ✓
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	10.00 ✓

### Ticket particularities:

CAD310.00 NONREF - AC  
ONLYF/NONREF/CHGE FEE -BG:AC

### \*Fare calculation:

22FEB17YYC AC YEA Q12.00R150.00AC YYC Q12.00R160.00CAD334.00  
END ROE1.00 PD14.25CA16.01XG60.00SQ

**Total = \$ 92.40 + 210 = \$302.40**

### Canadian tax registration numbers:

XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)  
RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)  
XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

## Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

## Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.



### Missing Itemized Receipt Details and Follow-up

Calgary Head Office  
Suite 1000, 250 - 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

Employee Name: Eric Kimmel

Submission Date: \_\_\_\_\_

23-Mar 17

Position: VP

Branch: Strategy

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
Taxi	22-Feb	38.64	<i>from office to YXC airport</i>	<i>Business trip to</i>	Lost
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Taxi	23-Feb	41.98	<i>YXC airport to home office</i>		Lost
Meal	23-Feb	31.4	<i>Dinner</i>		Lost
Hotel	23-Feb	156.06	<i>overnight stay</i>		Lost
Total Amount		347.46			

The expenses above were incurred and are related to AER business. These expenses have not been claimed previously and do not include the purchase of any alcoholic beverages.

Employee Signature: \_\_\_\_\_

Date: Mar 27/17

Approver Signature: \_\_\_\_\_

Date: Mar 27/17

## Booking Confirmation

Booking Reference: 

Date of issue: Feb 08, 2017

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the **general conditions of carriage and applicable tariffs** that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.



### - Flight 1

Economy Tango

Monday  
06 Mar, 2017

11:00  
**Calgary**  
Calgary Intl. (YYC), AB



16:50  
**Ottawa**  
Ottawa Intl. (YOW), ON

  
AC118

**3hr50**  
Operated by: Air Canada | **E190** | **Wi-Fi**  
Air Canada Café  
Tango S



### - Flight 2

Economy Tango

Sunday  
12 Mar, 2017

16:10  
**Montréal**  
Trudeau(YUL), QC



18:56  
**Calgary**  
Calgary Intl. (YYC), AB

  
AC187

**4hr46**  
Operated by: Air Canada | **A320-200** | **Wi-Fi**  
Air Canada Café  
Tango K

## Passengers

 **Mr. Eric Kimmel**

Ticket Number

Air Canada - Aeroplan

### Seats

AC118 12C

AC187 18D





## Purchase summary

**Credit/Debit Card** \*\*\*\*\*  
**Amount paid** \$803.90  
**Tax information**  
**1 adult**  
 Quebec Sales Tax - Canada no. 1000043172 TQ1991  
 \$2.49  
 Goods and Services Tax - Canada no. 100092287 RT0001  
 \$38.16



### Air Transportation Charges

Base Fare	516.00
Surcharges	76.00



### Taxes, fees and charges

Quebec Sales Tax - Canada no. 1000043172 TQ1991	2.49
Goods and Services Tax - Canada no. 100092287 RT0001	33.06
Air Travellers Security Charge	14.25
Airport Improvement Fee - Canada	55.00

Total airfare and taxes before options (per passenger)	\$696.80
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Number of passengers	X 1
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Total	\$696.80
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### Seat selection

MR Eric Kimmel	
AC118: 12C - PRSE (AISLE)	51.00
AC187: 18D - PRSE (AISLE)	51.00
Goods and Services Tax - Canada no. 100092287 RT0001	5.10

Total with options and seat selection fee	\$803.90
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GRAND TOTAL (Canadian dollars)	\$803.90
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Total = \$803.90 + \$52.50 = \$856.40



## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes<sup>1</sup>

### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**  
minutes

### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



### Missing Itemized Receipt Details and Follow-up

Calgary Head Office  
Suite 1000, 250 - 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

Employee Name:

Eric Kimmel  
JP

Submission Date:

May 9/17

Position:

Branch:

Strategy

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
Food	May 7	65.09	Food - Dinner	N/A	
Tax	May 7	15.32	Tax		
Food	May 8	56.70	Food - Dinner		
Tax	May 8	22.50	Tax		
Hotel	May 10	1375.87	Hotel		
Course	May 15	362.93	Course		
Total Amount		1900.91	+ 52.50 (Airfare checked bag charges) + (26.25 x 2) = 1,906.41		

The expenses above were incurred and are related to AER business. These expenses have not been claimed previously and do not include the purchase of any alcoholic beverages.

Employee Signature:

[Signature]  
[Signature]

Date:

May 10/17

Approver Signature:

Date:

May 11/17

BLUE LINE TAXI  
(613) 238 - 1111

Merchant ID: 4325192A  
Driver ID: 52713  
Record Num.: 0002

### Sale

Application Label: VISA (6011)

XXXXXXXXXXXX

ATD: A0000000031010

VISA

Entry Method: Chip

Amount: \$ 33.56

Tip: \$ 5.00

Total: CAD\$ 38.56

2017/03/36 18:01:00

Resp Code: 00

PNR: 0000000000  
IS: 0000

Inv#: 000102 Appr Code: 000000

Apprvd: Online Batch#: 000045

TRN Ref #: 467065820609259

Validation Code: 7SL0

DESCRIPTION:

CUSTOMER SERVICE 1-800-443-2812  
TAXI@BLUELINE.COM  
TAXI@BL

RECEIVED COPY

RETAIN THIS COPY FOR STATEMENT  
VERIFICATION

BLUE LINE TAXI  
(613) 238 - 1111

TERMINAL ID: 329 363 P  
MERCHANT ID: 432519  
VEHICLE ID: 12  
DRIVER ID: 0005271

TRIP NUMBER: 590  
PASSENGERS:

03/06/2017  
START: 18:00  
END: 18:00

TAXI AMOUNT: \$ 38.56



## Missing Itemized Receipt Details and Follow-up

Calgary Head Office  
Suite 1000, 250 - 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

Employee Name:

Eric Kimmel  
JP

Submission Date:

May 9/17

Position:

Branch:

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Employee Signature:

[Signature]  
[Signature]

Date:

May 10/17

Approver Signature:

Date:

May 11/17

**BLUE LINE TAXI**

(613) 233-1111

TERMINAL ID: 324-363-301  
MERCHANT ID: 4325755A  
VEHICLE ID: 1501  
DRIVER ID: 00051214

TRIP NUMBER: 3275  
PASSENGERS: 1

03/07/2017

START: 17.09

END: 17.10

FARE AMOUNT: \$ 20.72

TIP AMOUNT: \$ 11

TOTAL : \$ 31.84

VISA SALE : 000113

APPROVAL NUMBER : 010077

\*\*\*PASSENGER COPY\*\*\*

CUSTOMER SERVICE 1-800-443-2812

INQUIRY@TAXI.QU.BE

TAXI.QU.BE





### Missing Itemized Receipt Details and Follow-up

Calgary Head Office  
Suite 1000, 250 - 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

Employee Name:

Eric Kimmel  
JP

Submission Date:

May 9/17

Position:

Branch:

Strategy

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
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Course	May 15	362.93	Course		
Total Amount		1900.91	+ 52.50 (Airfare checked bag charges) + (26.25 x 2) = 1,906.41		

The expenses above were incurred and are related to AER business. These expenses have not been claimed previously and do not include the purchase of any alcoholic beverages.

Employee Signature:

[Signature]  
[Signature]

Date:

May 10/17

Approver Signature:

Date:

May 11/17



$$\text{Total} = \$16.66 + \$24.02 = \$40.68$$



## eTicket Receipt

Prepared For  
KIMMEL/ERIC MR [ADT]

RESERVATION CODE	[REDACTED]
ISSUE DATE	07Apr17
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SSW

## Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
11Apr17	WESTJET WS 3229	CALGARY INTL AB, CANADA	EDMONTON INTL AB, CANADA	Fare Family Econo Seat Number 04C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis QATH Not Valid Before 11APR17 Not Valid After 11APR17
	Operated by: WESTJET ENCORE	Time 6:00pm	Time 6:51pm	
12Apr17	WESTJET WS 3136	EDMONTON INTL AB, CANADA	CALGARY INTL AB, CANADA	Fare Family Econo Seat Number 06C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis QATH Not Valid Before 12APR17 Not Valid After 12APR17
	Operated by: WESTJET ENCORE	Time 3:20pm	Time 4:15pm	

## Payment/Fare Details

Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXX [REDACTED]
Fare Calculation Line	YYC WS YEA155.00WS YYC155.00CAD310.00END
Fare	CAD 310.00
Taxes/Fees/Carrier-Imposed Charges	CAD 14.25 CA1 (AIR TRAVELLERS SECURITY CHARGE) CAD 20.41 XG (GOODS AND SERVICES TAX (GST)) CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
Total Fare	CAD 428.66

## Other Charges

SEAT ASSIGNMENT # 8388214202836 (YYC-YEG / QTY 1,	CAD 10.00
---	-----------



AIRPORT TAXI SERVICE  
4608 101 ST.  
(7808907070)  
EDMONTON AB

CARD .....  
CARD TYPE VISA  
DATE 2017/04/11  
TIME 3469 19:20:19  
INVOICE # 608  
RECEIPT NUMBER  
C85024136-001-051-007-0

-----  
PURCHASE  
AMOUNT \$55.00  
TIP \$8.25  
TOTAL

\$63.25  
-----

VISA CREDIT  
A00000000031010  
90B36652907EABBA  
0080008000-E800  
58F667C9A3BB8E43  
0080008000-F800

APPROVED

AUTH# 010567 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Mr. Eric Kimmel  
 Ste 1000 250 5th St. SW.  
 Calgary AB T2P 0R4  
 Canada

Room Number: 0609  
 Arrival Date: 04-11-17  
 Departure Date: 04-12-17  
 Page No: 1 of 1

## INFORMATION INVOICE

Folio No:

04-12-17

Date	Description	Charges	Credits
04-11-17	Room Revenue	174.00	
04-11-17	Destination Marketing Fee - 3%	5.22	
04-11-17	Tourism Levy - 4%	7.17	
04-11-17	Room GST - 5%	8.96	
<b>Total</b>		<b>195.35</b>	<b>0.00</b>
<b>Balance</b>		<b>195.35</b>	

### Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0008

WILDFLOWER GRILL  
10009 107 ST NW  
EDMONTON AB

CARD .....  
CARD TYPE VISA  
DATE 2017/04/11  
TIME 1110 21:18:41  
CLERK ID 5  
RECEIPT NUMBER  
C85005901-001-001-237-0

-----  
PURCHASE  
AMOUNT \$62.21  
TIP \$9.33  
TOTAL  
  
\$71.54  
-----

VISA CREDIT  
A0000000031010  
DB996AEA925AE639  
0280008000-E800  
36252E2BDC208481  
0280008000-F800

**APPROVED**

AUTH# 081119 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS



119

Tbl 33/1 Chk 1836 Gst 1  
Apr 11 '17 07:51PM  
\*\*\* Reprint \*\*\*

-----  
1 TEA 4.25  
1 SET MIXED VEG 0.00

-----  
1 SET \$55 SHORTRIB 55.00

-----  
1 SET PANNA 0.00

-----  
Subtotal 59.25  
59.25 GST Percent 2.96  
Amount Due 62.21

Co-op Taxi Line  
(780) 425-2525  
www.co-optaxi.com

-----  
140/66234965  
3786  
17/04/12 12:53:01

VISA

Card : \*\*\*\*\*

VISA CREDIT

CHIP CARD

A0000000031010  
0080008000

Ref # 0010017310 C  
Auth # 044956

PURCHASE

PAID : \$ 54.40  
2.00

**RECEIPT**  
**GST NO. R122556194**

TAT NO: 20389255  
POF: AS  
IN: 04/11/17 16:35  
OUT: 04/12/17 16:30  
PAID: \$ 29.35  
DURATION: @ 23: 55  
(GST INCLUDED)

VISA  
471536XXXXXX [REDACTED]  
REF. 83  
YOU HAVE 10 MIN.  
TO EXIT

