



Name: Mark Taylor

Position: Vice President, Industry Operations

Reporting Period: August 1 - September 30, 2015

Date Expense Incurred	Expense Type	Location	Description/Rationale	Amount	Receipt
9-Jun-15	Parking	Calgary	Suncor Mine Tour	\$ 28.35	Receipt
9-Jun-15	Dinner	Ft. McMurray	Suncor Mine Tour with three internal staff members	\$ 88.15	Receipt
3-Jul-15	Personal Mileage - return	Calgary to Edmonton	Department of Energy meeting	\$ 348.45	N/A
9-Jul-15	Parking	Calgary	Team building lunch	\$ 3.25	Receipt
27-Jul-15	Lunch	Calgary	Discussion regarding resources with one internal staff member	\$ 57.42	Receipt
8-Aug-15	Lunch	Calgary	Discussion with potential recruit	\$ 89.38	Receipt
31-Aug-15	Lunch	Calgary	Discussion regarding role description with one internal staff member	\$ 23.17	Receipt
3-Sep-15	Lunch	Calgary	Near Term Action Plan discussion with Martin Foy (Vice President, Environment and Operational Performance), Al Montpelier (Vice President, Environment and Operational Performance) and one internal staff member	\$ 85.74	Receipt
9-Sep-15	Airfare (return)	Calgary to Grande Prairie	Seven Generations Energy Ltd. field tour	\$ 516.86	Receipt
18-Sep-15	Airfare (return)	Calgary to Edmonton	Syncrude Canada meeting	\$ 380.36	Receipt
Total				\$ 1,621.13	



Missing Itemized Receipt Details and Follow-up

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

www.aer.ca

Employee Name:

Mark Taylor

Submission Date:

July 28, 2015

Position:

N.P. Industry Ops

Branch:

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
PARKING	JUN 9/15	\$ 28.35	Calgary Airport	—	Lost - Flight to last month LISA - FHM
Total Amount		\$ 52.84			

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]

Date:

July 27, 2015

Approver Signature:

[Signature]
KIRK BAILEY

Date:

Oct 1/15

112 SNOWBIRD WAY UNIT
148
FORT MCMURRAY AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2015/06/09
TIME 6371 18:02:23
RECEIPT NUMBER
C82006358-001-030-021-0

PURCHASE
AMOUNT \$76.65
TIP \$11.50
TOTAL

\$88.15

Suncormine Trip
VISA CREDIT
A0000000031010
55F7494AF856BC08
0080008000-E800
27C7D1408CB2D77D
0080008000-F800

APPROVED

AUTH# 065424 01-027
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

Famoso
Airport 148-100 Snowbird Way

FT.MC.AIRPORT
T9H OG3
587.258.8121

Table #12-2

Trans #: 91664 Serv: [REDACTED]
6/9/2015 6:01 PM # Cust:1

Quan	Descript	Cost
2	.Abruzzo	\$33.50
1	.Add Italian Sausage	\$4.00
2	.Pizzetta Capricciosa*	\$31.00
1	.1 Scoop Gelato (SS)	\$4.50

Net Total: \$73.00
GST \$3.65

TOTAL: \$76.65
Amount Due: \$76.65
Food: \$73.00

<-REPRINTED->

GST# 854146966RT001

We welcome all feedback and inquiries
info@famoso.ca
famoso.ca

AUTHORITY (403) 537-7000

CALGARY PARKING

Terminal: 284

Zone: 2804

Plate: [REDACTED]

Valid through:

THURSDAY 09 JUL 15
3:04 PM

AMOUNT PAID: \$3.25 (GST incl.)

Auth No: 040390

Start Time: 7/9/2015 1:38 PM

Receipt No: [REDACTED]

e Inflation Services (403) 537-7006

FREE Battery Boosting & Ti

I.O.
Lunch
Cash

7
SUMO LOUNGE
200 BARCLAY PARADE SW
CALGARY, AB
T2P 4R5
403 290-1433

SALE *HR*
Items

Server #: 000885
MID: 8023274635
TID: 00892500080232746350
REF#: 00000005

Batch #: 760
07/27/15 11:54:15
APPR CODE: 07259-4
Trace: 5
VISA Chip

AMOUNT	\$49.93
TIP	\$7.49
TOTAL	\$57.42

APPROVED

VISA CREDIT
AID: A0000000031010
TVR: 00 80 00 80 00
TS: F8 00

THANK YOU / MERCI

CUSTOMER COPY

Okanned 11:40



Missing Itemized Receipt Details and Follow-up

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

www.aer.ca

Employee Name: Mark Taylor

Submission Date: _____

28-Sep-15

Position: VP, Industry Operations

Branch: Industry Operations

Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
lunch	27-Jul-15	57.42	Discussion with one internal staff		lost itemized receipt
Total Amount		57.42			

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: SEPT 29, 2015

Approver Signature: 

Date: OCT 1 / 15

Swine & Sow
Wine and Ale House
131 6th Avenue SW
Calgary, Alberta
Tel: [REDACTED]
Check #: [REDACTED]

Server: [REDACTED] Date: 08/05/2015
Table: 35 Time: 12:29
Client: 2

2	Soft Drink	6.00
2	Beef Brisket	56.00
2	Cup Soup	12.00
1	Coffee	3.50

SUB-TOTAL: 77.50
G.S.T.: 3.88

TOTAL: 81.38

If you would like to book out our
Private Dining Room. Please
Call (403) 237-9585

GST # 853 700 615 RT 0001

Follow us on Twitter @swineandsow
Like us on Facebook for more features!

10
SWINE & SOW
131 6 AVE SW
CALGARY AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2015/08/05
TIME 7462 12:37:04
CLERK ID [REDACTED]
RECEIPT NUMBER

002040090-001-057-001-0

PURCHASE

AMOUNT \$81.38
TIP \$8.00
TOTAL

\$89.38

VISA CREDIT [REDACTED]
A0000000031010
0080008000-E800
A2A5F15D59CF4367
0080008000-F800

APPROVED

AUTH# 011532 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

12:18:44

MERCHANT COPY

UMI SUSHI EXPRESS
520 3 AVE SW SUITE 215
CALGARY, AB T2P 0R3
(403) 237-8852

TEAM ID: 85719674

BATCH# 129
SHIFT#

Sale

INV#: 000000057

VISA

Chip
SEON: 129001001057

Application label: VISA CREDIT

AID: A0000000031010

TVR: 00 00 00 00 00

IS: 18 00

Amount: \$ 21.06
Tip: \$ 2.11

Total: CAD\$ 23.17

APPROVED 052877
001/00

31-Aug-15

12:18:44

CUSTOMER COPY

6
Umi Sushi Express

Tbl:0

Ref
Chk

8/31/2015 12:18 pm

Combo Dynamite	7.49
Combo Spicy Tuna	7.99
2 Drink Iced Tea Green	4.58

Mark	SubTotal	20.06
	GST	1.00
	Total	21.06
	Cash	21.06
de	Amount Paid	21.06

Umi Sushi Express
Centennial Place
#215 - 520 - 3rd Ave SW
Calgary, AB T2P 0R3

JOEY - 20204 Eau Claire
208-200 Barclay Parade
Calgary, AB
T2P 4R6
403-263-6385

** TRANSACTION RECORD **

Tran. #: 6291
RUC: PATIO
Table #: 32
Check #: 8717
Group #: 1
Employee #: [REDACTED]
Employee Name: [REDACTED]

VISA CREDIT
Pre-Auth Purchase
XXXXXXXXXXXX [REDACTED] C
AID: A0000000031010

Amount \$74.55

Tip \$11.19

=====

TOTAL CAD\$85.74

APPROVED 051214
00-001 051214
JY05WS11/JY05WC11
130001001001
2015/09/03 11:48:34

TUR: 0080000000
TSI: F800

No signature required

Customer CoPy

THANK YOU
Come Again

NTAP Process
Discussion

9 Mark Taylor
CAPP
NTAP

JOEY EAU CLAIRE
GRILL / LOUNGE
#208 Barclay Par
Tel: 263-6336

Tbl 32/1 Chk: 8717 Gst 4
Sep03'15 11:13AM

3 POP pop diet coke 9.75
6 REFILL POP 0.00
2 CALIFORNIA SAND 30.00
1 BAJA FISH TACOS 14.75
1 LOBSTER SANDWICH 16.50

SUBTTL 71.00
TAX GST 5% 3.55
11:47AM TOTAL 74.55

DID WE
GET IT RIGHT?

TELL US HOW WE DID

JOEYRESTAURANTS.COM

GST# R894148667

7

itinerary/receipt.

Main Contact:

Mr Mark B Taylor

Departures

1-888-422-7533

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8475 ¹	Calgary (YYC) Wed 09-Sep 2015 07:00	Grande Prairie (YQU) Wed 09-Sep 2015 08:36	0	1hr36	DH3	Flex, W	
AC8480 ¹	Grande Prairie (YQU) Wed 09-Sep 2015 17:05	Calgary (YYC) Wed 09-Sep 2015 18:37	0	1hr32	DH3	Flex, G	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Mark B Taylor : Adult (16+), Ticket Number:

Air Canada -

Aeroplan :

Meal Preference : **None**

Payment Card:

xxxx-xxxx-xxxx-

Special Needs: **None**

Seat Selection:

Paid ,

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - **Flex**

202.00

Return Flight - **Flex**

187.00

Surcharges

24.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

50.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

23.86

Air Travellers Security Charge (ATSC)

14.25

Total before options (per passenger)

501.11

Number of passengers

x 1

Total with options

501.11

Seat Selection

Mr Mark B Taylor

- Preferred Seat (Window)	15.00
- Preferred Seat (Window)	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.50
Total with options and seat selection fee:	532.61
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$532.61

Payment InformationCredit/Debit Card xxxx-xxxx-xxxx Amount paid: **\$532.61**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$501.11 (Air Transp. Charges - per ticket)

Air Canada: \$31.50 (Advance Seat Selection - for passenger 1)

Flights charged & seat refunded

Ticket number(s):

Sept 9 airfare charge: \$516.86

Fare Rules**Departing Flight** Calgary (YYC) To Grande Prairie (YQU) - **Flex****Return Flight** Grande Prairie (YQU) To Calgary (YYC) - **Flex**

Airfare: \$501.11

seat: \$31.50

reimburse seat selection \$15.75

• **Changes:**

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- Flights can only be used in sequence from the place of departure specified on the itinerary.

• **Cancellations:**

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.**Baggage Allowance and Fees**

Main Contact:
Mr Mark B Taylor

1-888-422-7533

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8134 ¹	Calgary (YYC) Fri 18-Sep 2015 08:30	Edmonton, Edmonton Int'l (YEG) Fri 18-Sep 2015 09:18	0	0hr48	CRA	Flex, G	
AC8151 ¹	Edmonton, Edmonton Int'l (YEG) Fri 18-Sep 2015 16:00	Calgary (YYC) Fri 18-Sep 2015 16:49	0	0hr49	CRJ	Flex, G	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Mark B Taylor : Adult (16+), Ticket Number			
Air Canada -		Meal Preference :	None
Aeroplan :			
Payment Card:	xxxx-xxxx-xxxx-	Special Needs:	None
Seat Selection:	(Preferred) Paid ,		

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	132.00
Return Flight - Flex	132.00
Surcharges	24.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	60.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	18.11
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	380.36
Number of passengers	x 1
Total with options	380.36

Seat Selection