



**balancing**pool

**Expense claim for: Ms. Michelle Plouffe - Board Member**

| Expense Category: | Date Expense Incurred: | Amount:   | Claim Ref: | Description:                        |
|-------------------|------------------------|-----------|------------|-------------------------------------|
| Transportation    | Oct 1 2019             | \$ 38.28  |            | Mileage - home to airport, return   |
| Transportation    | Sep 10 2019            | \$ 412.91 | <b>1.</b>  | Airfare - Edmonton/Calgary, return  |
| Transportation    | Oct 1 2019             | \$ 49.39  | <b>2.</b>  | Taxi - Calgary Airport to Hotel     |
| Meal              | Oct 1 2019             | \$ 33.35  | <b>3.</b>  | Dinner                              |
| Meal              | Oct 2 2019             | \$ 7.06   | <b>4.</b>  | Breakfast - Starbucks               |
| Accommodation     | Oct 2 2019             | \$ 268.33 | <b>5.</b>  | Westin Hotel (1 night)              |
| Transportation    | Oct 2 2019             | \$ 43.80  | <b>6.</b>  | Taxi - BP Office to Calgary Airport |
| Parking           | Oct 2 2019             | \$ 50.00  | <b>7.</b>  | Parking at Edmonton Airport         |

## eTicket Receipt

**Prepared For**  
PLOUFFE/MICHELLE MS

|                  |               |
|------------------|---------------|
| RESERVATION CODE | JXKXUI        |
| ISSUE DATE       | 10Sep19       |
| TICKET NUMBER    | 8382151288485 |
| ISSUING AIRLINE  | WEST JET      |
| ISSUING AGENT    | WestJet/SDX   |

## Itinerary Details

| TRAVEL DATE | AIRLINE                        | DEPARTURE                   | ARRIVAL                    | OTHER NOTES  |
|-------------|--------------------------------|-----------------------------|----------------------------|--|
| 01Oct19     | WESTJET<br>WS 3134             | EDMONTON INTL AB,<br>CANADA | CALGARY INTL AB,<br>CANADA | Cabin ECONOMY<br>Seat Number 06A -<br>(CONFIRMED)<br>Baggage Allowance NIL<br>Booking Status OK TO FLY<br>Fare Basis KAUD0ELG<br>Not Valid Before 01OCT19<br>Not Valid After 01OCT19 |
|             | Operated by:<br>WESTJET ENCORE | Time<br>15:00               | Time<br>15:57              |  |
| 02Oct19     | WESTJET<br>WS 3256             | CALGARY INTL AB,<br>CANADA  | EDMONTON INTLAB,<br>CANADA | Cabin ECONOMY<br>Seat Number 07A -<br>(CONFIRMED)<br>Baggage Allowance NIL<br>Booking Status OK TO FLY<br>Fare Basis TARD0ELG<br>Not Valid Before 02OCT19<br>Not Valid After 02OCT19 |
|             | Operated by:<br>WESTJET ENCORE | Time<br>17:15               | Time<br>18:08              |  |

## Allowances

### Baggage Allowance

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

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

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 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

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

### Carry On Charges

## Payment/Fare Details

|                                    |  |
|------------------------------------|--|
| Form of Payment                    | CREDIT CARD - VISA : XXXXXXXXXXXXX 7184          |
| Fare Calculation Line              | YEA WS YYC130.00WS YEA147.00CAD277.00END         |
| Fare                               | CAD 277.00                                       |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
|                                    | CAD 15.76 XG8 (GOODS AND SERVICES TAX (GST))     |
|                                    | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)   |
|                                    | CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))     |
|                                    | CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST))      |
|                                    | GST 18.76  |
| <b>Total Fare</b>                  | <b>CAD 394.01</b>                                |

## Other Charges

|  |   |
|--|---|
| SEAT ASSIGNMENT # 8381504559953 (YEG-YYC / QTY 1, YYC-YEG / QTY 1) | CAD 18.00                               |
| Taxes  | CAD 0.90                                |
| Form of Payment  | CREDIT CARD - VISA : XXXXXXXXXXXXX 7184 |
| <b>Total</b>   | <b>CAD 18.90</b>                        |
| <b>Total Fare and Other Charges</b>                                | <b>CAD 412.91</b>                       |

### 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,

The Westin Calgary  
320 Fourth Ave SW  
Calgary, AB T2P 2S6  
Canada  
Tel: 403-266-1611 Fax: 403-233-7471



MICHELLE PLOUFFE

Page Number : 1 Invoice Nbr : 433092  
Guest Number : 1547753  
Folio ID : A  
Arrive Date : 01-OCT-19 16:20  
Depart Date : 02-OCT-19 08:45  
No. Of Guest : 1  
Room Number : 1428  
Marriott Bonvoy Number : 4841

Copy Tax Invoice

Tax ID : 815462536RT0001  
The Westin Cal YYCWI OCT-02-2019 23:39 COH538

| Date      | Time  | Reference | Description                | Charges (CAD) | Credits (CAD) |
|-----------|-------|-----------|----------------------------|---------------|---------------|
| 01-OCT-19 | 18:05 | 4849      | In Room Dining             | 33.35         |               |
| 01-OCT-19 | 02:18 | RT1428    | Room Chrg - Govt./Military | 239.00        |               |
| 01-OCT-19 | 02:18 | RT1428    | Goods And Services Tax     | 12.31         |               |
| 01-OCT-19 | 02:18 | RT1428    | Destination Marketing Fee  | 7.17          |               |
| 01-OCT-19 | 02:18 | RT1428    | Tourism Levy               | 9.85          |               |
| 02-OCT-19 | 08:45 | VI        | Visa-7184                  |               | -301.68       |

Approve EMV Receipt for VI - 7184: PIN Verified  
TC:A84305DFC9017E2D TVR:0080008000  
Application Label:VISA

Continued on the next page

The Westin Calgary  
 320 Fourth Ave SW  
 Calgary, AB T2P 2S6  
 Canada  
 Tel: 403-266-1611 Fax: 403-233-7471



MICHELLE PLOUFFE

|                        |   |           |             |   |        |
|------------------------|---|-----------|-------------|---|--------|
| Page Number            | : | 2         | Invoice Nbr | : | 433092 |
| Guest Number           | : | 1547753   |             |   |        |
| Folio ID               | : | A         |             |   |        |
| Arrive Date            | : | 01-OCT-19 | 16:20       |   |        |
| Depart Date            | : | 02-OCT-19 | 08:45       |   |        |
| No. Of Guest           | : | 1         |             |   |        |
| Room Number            | : | 1428      |             |   |        |
| Marriott Bonvoy Number | : | 4841      |             |   |        |

|             |  |        |         |
|-------------|--|--------|---------|
| ** Total    |  | 301.68 | -301.68 |
| *** Balance |  | 0.00   |         |

| GST Summary     | Amount (CAD) |
|-----------------|--------------|
| Room            | 12.31        |
| Food & Beverage | 1.35         |
| Telephone       | 0.00         |
| Other Revenue   | 0.00         |
| Total           | 13.66        |

FUEL YOUR BODY - It's easy to maintain a healthy lifestyle on the road. Our extensive SuperFoodsRx(TM) menu features nutrient-rich, delicious dishes that fuel your body and give you the focused energy you need. Discover dishes to supercharge your day at [westin.com/eatwell](http://westin.com/eatwell)

Visit our special offers page: <http://bit.ly/westincalgary>

Continued on the next page

6.

Checker Taxi  
316 Meridian Rd SE  
Calgary, AB  
T2A 1X2  
(403) 299-9999  
www.thecheckergroup.com

Oct 2, 19 14:32

Car# 1091  
Driver# 10076  
Driver Tax# 805095833  
Booking# 21472727

From:  
2019-10-02 2:10:07 PM

To:  
2019-10-02 2:31:41 PM

Flagfall \$3.80  
Fare \$34.00  
Extras \$0.00  
Total + Tip \$43.80  
Subtotal \$37.80

Tip \$6.00  
Card Charged \$43.80  
Tax \$1.80

Approval

Card No \*\*\*\*\*7184 (C)  
Entry Mode EMVContact  
Auth ID 064832  
MID 000082444240014  
TID 04538678  
Mode Issuer  
AID A0000000031010  
TVR 0880008000  
IAD 06010A03642000  
TSI F800  
ARC 00  
VISA

Verified by PIN  
2019-10-02 2:32:31 PM

Thank you for using Checker  
Taxi!

\*\*\*\*\*

Cab from Oct 2, 2019  
balancing pool meeting  
to Airport

3.

Dinner Oct 1, 2019  
(reflected on Westin Hotel  
receipt)

The Westin Calgary  
In Room Dining  
320 4 Ave SW Calgary, AB, T2P 2S6  
(403) 266-1611  
GST#R815462536

910780114 Nicole Jones

CHK 4849 GST 1  
1428n  
1 Oct'19 17:44 PM

1 MD Flame Grilled Burger 20.00  
1 Water Iced 0.00  
1 Delivery Charge 4.00

Subtotal \$24.00  
15% Gratuity Included \$3.60  
GST#R815462536 \$1.35

17:45 PM

Total Due \$28.35

GRATUITY: \_\_\_\_\_

TOTAL: \_\_\_\_\_

ROOM #: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

WESTIN CALG STARBUCKS T  
320 4TH AVENUE SW  
CALGARY, AB. T2P 2S6  
403-226-6161

**SALE**

Server #: 000001

REF#: 00000046

Batch #: 342  
10/02/19 06:57:37  
APPR CODE: 021258  
Trace: 46  
VISA Chip  
\*\*\*\*\*7184 \*\*\*

AMOUNT \$6.72  
TIP \$0.34  
TOTAL \$7.06

APPROVED

VISA  
AID: A0000000031010  
TVR: 00 80 00 80 00  
TSI: F8 00

THANK YOU / MERCI

CUSTOMER COPY

4.

Breakfast  
Oct 2, 2019

ASSOCIATED CAB  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1581

2.

**SALE**

MID: 4189233  
TID: BP189233 REF#: 00000049  
Batch #: 157 SEQ: 157001001040  
10/01/19 16:18 03  
APPR CODE: 040976  
VISA  
\*\*\*\*\*7184C \*\*\*

AMOUNT \$44.10  
TIP \$5.29  
TOTAL \$49.39

00 - APPROVED - 001

VISA  
AID: A0000000031010  
TVR: 00 80 00 80 00  
TSI: F8 00

THANK YOU

CUSTOMER COPY

Cab  
from  
calgary  
airport  
to Hotel  
Oct 1, 19

7.

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton  
Tax Code CA5%

P3 North E 02/10/19 18:10  
Receipt 079432

Short-term parking tkt  
DL - No. 002516  
01/10/19 13:49  
02/10/19 18:10  
Period 1d4h22'  
(Tax) \$50.00

Total \$50.00

Payment Received  
VISA \$50.00  
XXXXXXXXXXXX7184  
Merch:82005340013  
Auth:014309  
Type: Swiped

Sub Total \$47.62  
Tax 5% \$2.38

Parking at  
EIA Oct 1-2, 2019

07F3F15A - 1V