

## Travel Expense Chart

<b>Employee Name</b>	David Weinkauf	
<b>Employee Title</b>	Policy and Information Technology Officer	
<b>Date of Travel</b>	October 21-23 2015	
<b>Destination (s)</b>	Washington, DC	
<b>Purpose</b>	Privacy and Security Forum 2015	
<b>Related Costs:</b>		
<b>Airfare</b>	\$	610.46
<b>Accommodation</b>	\$	683.35
<b>Meals</b>	\$	33.63
<b>Other transportation (taxis)</b>	\$	75.21
<b>Hospitality</b>	\$	-
<b>Other expenses (baggage fee)</b>	\$	53.34
<b>Total:</b>	\$	<b>1,455.99</b>

# #1

**From:** Air Canada <confirmation@aircanada.ca>  
**Sent:** Tuesday, September 22, 2015 2:26 PM  
**To:**  
**Subject:** Air Canada - 21-Oct: Toronto - Washington (booking ref: )

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*



## Itinerary/Receipt

**Your booking is confirmed.** Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

[Scan this barcode to check in at any Air Canada check in kiosk.](#)



Access your personalized Air Canada travel information

[View your planner >](#)

## Booking Information

Booking Reference:

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:  
Mr David Weinkauf

### Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

### Online Services

[Manage](#) my booking online (view/change my booking; select seats\*).

[Request an upgrade](#)

[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?](#)



**Additional passenger information is required**

Your current flight itinerary includes travel to a

country that requires additional passenger information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

[Provide Passenger Information](#)

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7440 <sup>1</sup>	<b>Toronto, Pearson Int'l (YYZ)</b> Wed 21-Oct 2015 20:55 - Terminal 1	<b>Washington, R Reagan National (DCA)</b> Wed 21-Oct 2015 22:23 - Terminal A	0	1hr28	<a href="#">E75</a>	<a href="#">Tango</a> , T	
AC7437 <sup>1</sup>	<b>Washington, R Reagan National (DCA)</b> Fri 23-Oct 2015 18:40 - Terminal A	<b>Toronto, Pearson Int'l (YYZ)</b> Fri 23-Oct 2015 20:05 - Terminal 1	0	1hr25	<a href="#">E75</a>	<a href="#">Flex</a> , V	

Operated by:

<sup>1</sup> Air Canada Express - Sky Regional

## Passenger Information

1: Mr David Weinkauf : Adult (16+), Ticket Number:

Frequent Flyer Prog : **None**

Meal Preference : **None**

Payment Card: **xxxx-xxxx-xxx**

Special Needs: **None**

Seat Selection: **None**

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - <a href="#">Tango</a>	<b>128.00</b>
Return Flight - <a href="#">Flex</a>	<b>320.00</b>
<a href="#">Surcharges</a>	15.00
<b>Taxes, Fees and Charges</b>	
<a href="#">Canada Airport Improvement Fee</a>	25.00
U.S.A Transportation Tax	46.84
U.S Agriculture Fee	6.61
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	23.76
U.S Passenger Facility Charge	5.95
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	3.25
U.S.A Immigration User Fee	9.26
<a href="#">Air Travellers Security Charge (ATSC)</a>	12.10
September 11 Security Fee	7.41
U.S. Federal Customs Fee	7.28
Total before options (per passenger)	<b>610.46</b>

Number of passengers	x 1
Total with options	<b>610.46</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$610.46</b>

### Payment Information

**Credit/Debit Card xxxx-xxxx-xxxx** - Amount paid: **\$610.46**

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

Air Canada: \$610.46 (Air Transp. Charges - per ticket)

Ticket number(s):

### enRoute City Guide

## Washington

It's one of the most historic and interesting places to visit in the USA and D.C. is lately experiencing a cultural revival...



[Read the complete guide](#)

### Fare Rules

#### Departing Flight Toronto (YYZ) To Washington (DCA) - Tango

- **Changes:**
  - Prior to day of departure - **Change fee** per transaction, per passenger, is \$200 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 subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger. Exception: fee is \$100 CAD/USD for flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded)
  - **Same-day standby** at the airport 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 transaction, 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.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.

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**RENAISSANCE DUPONT CIRCLE**

Room	Name	Rate	Depart	Time	2581	7993
706	WEINKAUF/DAVID	222.00	10/23/15	12:00	ACCT#	GROUP
60	INFORMATION PRIVACY		10/21/15	23:16		
24						

Room Clerk	Address	Payment	MRW#:
DATE	REFERENCE	CHARGES	CREDITS
10/21	GP ROOM	706, 1 222.00	
10/21	ROOM TAX	706, 1 32.19	
10/22	GP ROOM	706, 1 222.00	
10/22	ROOM TAX	706, 1 32.19	
10/23	MC CARD		\$508.38

TO BE SETTLED TO:      MASTERCARD      CURRENT BALANCE .00

THANK YOU FOR CHOOSING THE DUPONT CIRCLE HOTEL TO EXPEDITE YOUR CHECK-OUT, PLEASE CALL THE FRONT DESK OR PRESS "MENU" ON YOUR TV REMOTE CONTROL TO ACCESS VIDEO CHECK-OUT.

AS REQUESTED, A FINAL COPY OF YOUR RTII WILL BE EMAILED TO:  
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

683.35 CAD

RENAISSANCE DUPONT CIRCLE  
1143 NEW HAMPSHIRE N  
WASHINGTON, DC 20037  
202-775-0800 PHONE 202-828-8228 FAX



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DAVID WEINKAUF	
EXCESS BAGGAGE FEE/FRAIS D'EXCEDENT DE BAGAGE (1 piece/bagage)	25.00
GST/TPS	1.25
TOTAL CAD	26.25
-----	
TOTAL CAD	26.25

Payment/Paiement: CA XXXXXXXXXXXX)  
 AC GST/HST - TPS/TVH #100092287 RT0001 NON REFUNDABLE/NON REMBOURSABLE

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### TAXI CAB RECEIPT

Time: 11:20 pm  
 Date: Oct 21, 2015

Origin of trip: Washington Reagan National Airport

Destination: Renaissance Hotel, 1143 New Hampshire Ave

Fare: \$ 29.21 Sign: David Weinkauf

↳ \$ 40.21 CAD

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6

CUSTOMER ID VERIFIED

			5.99 T
1.91 LB @ 8.99 /lb		TARE = .13	
WT GLOBAL CUISINE		17 17 T	
		ITEM = 95501	

\*\*\*\* TAX 2.32 BAL 25.48

MR	BAG FEE		.05 F
		ITEM = 18102	

\*\*\*\* TAX 2.32 BAL 25.53

VD			5.99-T
**** TAX 1.72	BAL		18.94

Cash 20.00

CHANGE 1.06

10/22/15 6:16 PM 0073 55 1014 7383

Your cashier today is JOY

\*\*\*\*\*

CELEBRATE FALL WITH MUMS AND  
CARVING PUMPKINS, 2 FOR \$10!

\*\*\*\*\*

Thank You For Shopping At Whole Foods  
Market, Foggy Bottom (202) 296-1660

Cibo Express Walkthrough Market  
Washington Reagan Airport Term A  
OTG Management

10009 Abaynesh

9784 OCT23'15 5:33PM

1 CEB Yog Van 4.99

Food	4.99
TAX	0.50
AMOUNT PAID	5.49
Cash	10.50
CHANGE DUE	5.01

Thank you.....  
We want your feedback!  
Please Call (866) 508-3558  
or vist [www.anOTGexperience.com](http://www.anOTGexperience.com)

↳ 7.60 CAD

↳ 26.03 CAD

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**AIR CANADA**  
**AIRPORT FEE RECEIPT**  
**TICKET NO: 0142153259213**

**PNR RECLOC:**  
**ISSUED BY :**

**COUPON 1 01 1**  
**QB7PZA**  
**DCANG**



**NAME: WEINKAUF/DAVIDMR**  
**DATE OF ISSUE: 23OCT2015**

	AMOUNT	GST	HST	QST	TOTAL
FIRST BAGGAGE FEE	19.19	00.96	00.00	00.00	20.15
<b>GRAND TOTAL</b>	<b>19.19</b>	<b>00.96</b>	<b>00.00</b>	<b>00.00</b>	<b>20.15</b>

**FORM OF PAYMENT: IN US DOLLARS** CA\*\*\*\*\*  
**GST/TPS HST/TVH NO. 100092287 RT000** **GST/TVQ NO. 1000-043-172 RT000**  
**FEES ARE NON-REFUNDABLE**

↳ 27.09 CAD

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Car No. 22 Date 23-10-15  
 From Lebanon  
 To USA  
 Fare Amount \$ 33.00  
 HST No. \_\_\_\_\_ Tip \_\_\_\_\_  
 Total 35.00  
 Received with Thanks \_\_\_\_\_  
 Signature [Signature]





For more information, visit [www.xe.com](http://www.xe.com)

## XE Travel Expense Calculator

Your Name:

David Weinkauf

Your Home City:

Toronto

Your Company Name:

Information & Privacy Commiss

Your Home Currency:

CAD - Canadian Dollar

### foreign exchange fees

Credit Card:

2%

Debit Card:

5%

Foreign Cash:

5%

Traveller's Checks:

2%

### receipt details

1.	2015-10-21	Taxi - Washington, DC Airport to Hotel (Receipt # 4)				
	29.21	USD - US Dollar	Cash	@ 5%		Subtotal: \$ 40.21 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.3109445836711 CAD) + 5% = 1.37649 CAD
-----						
2.	2015-10-22	Meal Expense - Dinner (Receipt # 5)				
	18.94	USD - US Dollar	Cash	@ 5%		Subtotal: \$ 26.03 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.3089079776892 CAD) + 5% = 1.37435 CAD
-----						
3.	2015-10-23	Meal Expense - Dinner (Receipt # 6)				
	5.49	USD - US Dollar	Cash	@ 5%		Subtotal: \$ 7.60 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.3178170821826 CAD) + 5% = 1.38371 CAD
-----						
4.	2015-10-23	Baggage Fee: Washington, DC - Toronto (Receipt # 7)				
	20.15	USD - US Dollar	Credit Card	@ 2%		Subtotal: \$ 27.09 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.3178170821826 CAD) + 2% = 1.34417 CAD
-----						
5.	2015-10-23	Hotel Accommodations - 2 nights (Receipt # 2)				
	508.38	USD - US Dollar	Credit Card	@ 2%		Subtotal: \$ 683.35 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.3178170821826 CAD) + 2% = 1.34417 CAD

**Total:** \$ 784.28 CAD