

Travel Expense Chart

Employee Name	Manuela Di Re		
Employee Title	Director of Legal and General Counsel		
Date of Travel	May 2-3, 2017		
Destination (s)	Thunder Bay, Ontario		
Purpose	Reaching Out to Ontario		
Related Costs:			
Airfare	\$		278.26
Accommodation	\$		123.17
Meals	\$		82.93
Other transportation (taxi)			
Hospitality	\$		-
Other expenses (baggage fee)	\$		-
Total:	\$		484.36

Booking Confirmation



Booking Reference: **RIIZBM**

Date of issue: Mar 30, 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.

 - Depart

Economy Tango

Tuesday
02 May, 2017

14:05
Toronto
Pearson Intl. (YYZ), ON
Terminal 1



16:08
Thunder Bay
(YQT), ON

 AC8539

2hr03
Economy K
Operated by: Air Canada Express -
Jazz | Q400

 - Return

Economy Tango

Wednesday
03 May, 2017

14:25
Thunder Bay
(YQT), ON



16:18
Toronto
Pearson Intl. (YYZ), ON
Terminal 1

 AC8538

1hr53
Economy A
Operated by: Air Canada Express -
Jazz | Q400

Passengers

 Ms. **Manuela Di Re**

Seats

Ticket Number

AC8539 -

Air Canada - Aeroplan

AC8538 -



Purchase summary

Credit/Debit Card *****

Amount paid: \$278.26

Tax Information**1adult**Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)
\$32.01**1adult****Air Transportation Charges**

Base Fare	183.00
Surcharges	24.00

Taxes, fees and charges

Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	32.01
Air Travellers Security Charge	14.25
Airport Improvement Fee - Canada	25.00

Total airfare and taxes before options (per passenger) **\$278²⁶**Number of passengers **X 1****Total** **\$278²⁶****GRAND TOTAL (Canadian dollars)** **\$278²⁶**

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
minutes¹**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.



1

MS. Manuela Di Re
[Redacted]

Room No. : 525
Arrival : 05/02/17
Departure : 05/03/17
Invoice No. :
Conf. No. : [Redacted]
Cashier No. : 13
Purchase :
Order :
A/R No. :

Company Name: Office of the ON Information & Privacy C

Group Name: Office of the ON Information & Privacy C

INVOICE

HST No.: RT 895695716

Date	Description	Charges	Credits
05/02/17	Room Charge	109.00	
05/02/17	Harmonized Sales Tax	14.17	
05/03/17	Mastercard - Front Desk		123.17
Total Charges		123.17	
Total Credits			123.17
Balance			0.00

Signature: _____

I agree to the charges and understand that any outstanding charges will be charged to my credit card after departure.

Valhalla Inn

1 Valhalla Inn Road, Thunder Bay, P7E 6J1 || Telephone: 807-577-1121 || Fax: 807-475-4723 || www.valhallainn.com

2
PROSPECTOR STEAKHOUSE
27 SOUTH CUMBERLAND
STREET
THUNDER BAY, ONTARIO
8073455833

SALE

MID: 6107283 HST: 12345
TID: 003 REF#: 00000000
Batch #: 064 20:46:07
05/02/17 APPR CODE: 082621
VISA Chip
.....

AMOUNT \$41.75
TIP \$8.36
TOTAL \$50.10

APPROVED

Visa Credit
AID: A0000000031010
TVR: 00 80 00 80 00
TSI: F8 00

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH
ISSUER'S AGREEMENT WITH CARDHOLDER
IN ACCORDANCE WITH ISSUER'S
AGREEMENT
WITH CARDHOLDER

THANK YOU / MERCI

CUSTOMER COPY



27 S. Cumberland St
Thunder Bay, ON
807-345-5833
GST/HST: 833190465
www.prospectorsteahouse.com

1153 BRYNN S

Tbl 42/1 Chk 6675 Gst 1
May02'17 07:34PM
*** Reprint Memo Check ***

SEAT:1
1 DECAF COFFEE 2.45
1 SIRLOIN 34.50
Subtotal 36.95
36.95 HST 4.80
Amount Due 41.75

Thanks for Dining With Us!

PLEASE PAY SERVER

3
Lmkt

VALHALLA INN
1 Valhalla Inn Road
Thunder Bay ON P7E 6J1
807-577-1121

-- TRANSACTION RECORD --

Tran. #: 479
RVC: Timbers
Table #: 834
Check #: 1688
Group #: 2
Employee #: 100017
Employee Name: WHITNEY

Master Card
Pre-Auth Purchase
xxxxxxxxxxxx
AID: A0000000041010

Amount \$12.15
Tip \$1.83
=====

TOTAL CAD\$13.98

APPROVED 024505
00-001 024505
VLHLCS15/VLHLCC15
009001001006
2017/05/03 08:37:48

TVR: 0000008000
TSI: 6800

No signature required

Customer Copy

3

TIMBERS
Valhalla Inn
1 Valhalla Inn Road
Thunder Bay, Ontario, P7E 6J1
Phone: 807.577.1121
GST#: 895695716

100017 WHITNEY

Tbl 834/2 Chk 1688 Gst

May03'17 07:30AM

1 COFFEE 2.75
1 WHT SCRAMBLE 8.00
Subtotal 10.75
Tax 1.40
Amount Due 12.15

Room#: _____

Tip \$: _____

Total: _____

Name: _____

Please Print

Signature: _____

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VALHALLA INN
1 Valhalla Inn Road
Thunder Bay ON P7E 6J1
807-577-1121

** TRANSACTION RECORD **

Tran. #: 866
RVC: Timbers
Table #: 820
Check #: 1721
Group #: 1
Employee #: 2003
Employee Name: Laura L

MasterCard
Pre-Auth Purchase
xxxxxxxxxxxx
AID: A0000000041010

Amount \$16.39
Tip \$2.46
=====

TOTAL CAD\$18.85

APPROVED 000265
00-001 000265
VLHLC515/VLHLC15
009001001012
2017/05/03 12:30:00

TVR: 0000008000
TSI: 6800

No signature required

Customer Copy

4

TIMBERS
Valhalla Inn
1 Valhalla Inn Road
Thunder Bay, Ontario, P7E 6J1
Phone: 807.577.1121
GST#: 895695716

2003 Laura L

Tbl 820/1 Chk 1721 Gst
1
May03'17 11:51AM

1 CHOWDER 7.75
1 SM CAESAR 6.75
Subtotal 14.50
Tax 1.89
Amount Due 16.39

Room#: _____

Tip \$: _____

Total: _____

Name: _____

Please Print

Signature: _____