

## Travel Expense Chart

<b>Employee Name</b>	Brian Beamish	
<b>Employee Title</b>	Commissioner (Acting)	
<b>Date of Travel</b>	January 19-20, 2015	
<b>Destination (s)</b>	Ottawa, ON	
<b>Purpose</b>	Speak at and attend the National Policy Makers Dialogue	
<b>Related Costs:</b>		
<b>Airfare</b>	\$	608.22
<b>Accommodation</b>	\$	182.73
<b>Meals</b>	\$	-
<b>Other transportation (taxis)</b>	\$	128.66
<b>Hospitality</b>	\$	-
<b>Other expenses ( specify)</b>	\$	-
<b>Total:</b>	\$	<b>919.61</b>

**Brian Beamish**

**From:** Air Canada <confirmation@aircanada.ca>  
**Sent:** Wednesday, January 07, 2015 3:21 PM  
**To:** Brian Beamish  
**Subject:** Air Canada - 19-Jan: Toronto - Ottawa (booking ref: )

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

**AIR CANADA** 

## 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:**

**Customer Care**  
**Air Canada**  
1-888-247-2262  
**Flight Arrivals and Departures**  
1-888-422-7533

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

**Main Contact:**  
Mr Brian Beamish

#### 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	Meal
--------	------	----	-------	----------	----------	------	------

						Type
AC458	<b>Toronto, Pearson Int'l (YYZ)</b> Mon 19-Jan 2015 16:10 - Terminal 1	<b>Ottawa, Ottawa Int'l (YOW)</b> Mon 19-Jan 2015 17:16	0	1hr06	<u>320</u>	<u>Flex</u> , G
AC455	<b>Ottawa, Ottawa Int'l (YOW)</b> Wed 21-Jan 2015 14:00	<b>Toronto, Pearson Int'l (YYZ)</b> Wed 21-Jan 2015 15:18 - Terminal 1	0	1hr18	<u>E90</u>	<u>Flex</u> , G

## Passenger Information

**1: Mr Brian Beamish : Adult (16+), Ticket Number: 0142143211613**

Air Canada - Meal Preference : **None**  
Aeroplan :  
Payment Card: **XXXX-XXXX-XXXX-** Special Needs: **None**  
Seat Selection: **None**

## Purchase Summary

### Fare Summary

	<b>Adult</b>
Passenger Type	
<b>Air Transportation Charges</b>	
Departing Flight - <u>Flex</u>	<b>176.00</b>
Return Flight - <u>Flex</u>	<b>176.00</b>
<u>Surcharges</u>	24.00
<b>Taxes, Fees and Charges</b>	
<u>Canada Airport Improvement Fee</u>	48.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	56.97
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total before options (per passenger)	<b>495.22</b>
Number of passengers	x 1
Total with options	<b>495.22</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$495.22</b>

## Payment Information

**Credit/Debit Card XXXX-XXXX-XXXX-** Amount paid: **\$495.22**  
The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$495.22 (Airfare - per ticket)

Ticket number(s): 0142143211613

## enRoute City Guide

### Ottawa

Long tagged "the town that fun forgot," Canada's capital has made an art of defending itself against its reputation. While the postcard view - the Ottawa River, Parliament Hill, the politicians - tends to dominate the collective consciousness, that's only the beginning...

## **Fare Rules**

---

**Departing Flight** Toronto (YYZ) To Ottawa (YOW) - **Flex**

**Return Flight** Ottawa (YOW) To Toronto (YYZ) - **Flex**

- **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**

---

Prepare your checked and carry-on baggage with the help of our Baggage Guide .

### **Carry-on Baggage**

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). [View more details](#).

### **Checked Baggage**

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight : Toronto (YYZ) To Ottawa (YOW) - Flex**

**Return Flight : Ottawa (YOW) To Toronto (YYZ) - Flex**

---

Regular Baggage Allowance

**1st bag:  
Complimentary**

**2nd bag:  
\$25.00 CAD**  
+ taxes\* per direction

Max. weight per bag: 23 kg (50 lb)  
Max. linear dimensions per bag: 158 cm (62 in)

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to 1st and 2nd bag fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to the 2nd bag fee. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to the 2nd bag fee. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

### Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel. Please note that checked baggage fees may be assessed a second time if your itinerary includes a stopover lasting more than 24 hours.

### Stopovers

Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

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](#).

---

## Important Information

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

### Before You Go: A 'To-Do' List

To ensure delivery to your inbox, please add [confirmation@aircanada.ca](mailto:confirmation@aircanada.ca) to your address book's safe senders list.

This service email was sent to [brian.beamish@ipc.on.ca](mailto:brian.beamish@ipc.on.ca) because you purchased an Air Canada flight. It provides important flight information that must be communicated to you. This service email is not a promotional email.

Your privacy is important to us. To learn how Air Canada collects, uses, and protects the personal information you provide, please view our [Privacy Policy](#).

Please do not reply to this email, as this inbox is not monitored. If you have any questions please visit [aircanada.com](http://aircanada.com).

Air Canada, PO Box 64239, RPO Thorncliffe, Calgary Alberta, T2K-6J7

All passengers are advised to view the [Travel documentation](#) page for important information on identification required for travel.

### Check-in and boarding times

# 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.



## Booking Information

Booking Reference:

### Customer Care

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

Air Canada  
1-888-247-2262

Main Contact:  
Mr Brian Beamish

Flight Arrivals and Departures  
1-888-422-7533

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Upgrade status
AC458	Toronto, Pearson Int'l (YYZ) Mon 19-Jan 2015 16:10 - Terminal 1	Ottawa, Ottawa Int'l (YOW) Mon 19-Jan 2015 17:16	0	1hr06	320	-
AC463	Ottawa, Ottawa Int'l (YOW) Tue 20-Jan 2015 18:00	Toronto, Pearson Int'l (YYZ) Tue 20-Jan 2015 19:18 - Terminal 1	0	1hr18	319	-

## Passenger Information

1: Mr Brian Beamish : Adult (16+), Ticket Number: 0142143782279

Air Canada - Aeroplan :	Meal Preference: <b>Regular</b>
Payment Card: <del>XXXX-XXXX-XXXX-</del>	Special Needs: <b>None</b>
Seat Selection: AC458 23C	

## Additional charges and/or refund summary

	Additional charges
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Airfare (includes Surcharges)	<b>50.00</b>
<b>Taxes, Fees and Charges</b>	
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	6.50
Total Additional Fare	<b>56.50</b>
<b>Extra Charges (Change Fee)</b>	
Change Fee	50.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	6.50
Total Extra Charge (Change Fee)	<b>56.50</b>
Number of passengers	x 1
Total with options	<b>113.00</b>
<b>Grand Total - Canadian dollars</b>	<b>\$113.00</b>

## Fare Rules

Departing Flight Toronto (YYZ) To Ottawa (YOW) - Flex

Return Flight Ottawa (YOW) To Toronto (YYZ) - Flex

- 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.

- o **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.
- o **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).
- o Flights can only be used in sequence from the place of departure specified on the itinerary.
- o **Cancellations:**
  - o Tickets are **non-refundable** and **non-transferable**.
  - o **Cancellations** can be made up to 45 minutes prior to departure.
  - o 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.
  - o Customers who **no-show** their flight will forfeit the fare paid.
- o **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- o Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- o Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
- o Read complete fare rules applicable to this fare.

---

## Baggage Allowance and Fees

---

Prepare your checked and carry-on baggage with the help of our Baggage Guide .

### Carry-on Baggage

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details.

### Checked Baggage

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight :** Toronto (YYZ) To Ottawa (YOW) - **Flex**

**Return Flight :** Ottawa (YOW) To Toronto (YYZ) - **Flex**

	<b>1st bag:</b>	<b>2nd bag:</b>
	<b>Complimentary</b>	<b>\$25.00 CAD</b>
Regular Baggage Allowance		+ taxes* per direction
	Max. weight per bag: 23 kg (50 lb)	
	Max. linear dimensions per bag: 158 cm (62 in)	

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to 1st and 2nd bag fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to the 2nd bag fee. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to the 2nd bag fee. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

#### Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel. Please note that checked baggage fees may be assessed a second time if your itinerary includes a stopover lasting more than 24 hours.

#### Stopovers

Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

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.

---

## Important Information

---

Please review this itinerary/receipt and, should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

# Fairmont CHÂTEAU LAURIER

1 Rideau Street  
Ottawa, ON, Canada K1N 8S7  
T (613) 241-1414 F (613) 562-7030  
G.S.T. / H.S.T Registration #843511775

Room/Chambre : 0169  
Folio # : 677970  
Invoice # :  
Cashier/Cassier # : 625  
Page # : 1 of 1

Govt Cda  
Mr Brian Beamish  
2 Bloor Street East  
Suite 1400  
Toronto ON M4W 1A8

Arrival/Arrivée : 01-19-15  
Departure/Départ : 01-20-15  
Fairmont President's Club

Date	Description	Additional Information/Supplémentaire	Charges	Credits
01-19-15	Room Charge		157.00	
01-19-15	Destination Marketing Fee		4.71	
01-19-15	Room HST (13%)		21.02	
01-20-15	MasterCard	XXXXXXXXXXXX		182.73
<b>Total</b>			<b>182.73</b>	<b>182.73</b>
<b>Balance Due/Solde</b>			<b>0.00</b>	

GST Summary / Sommaire		HST Summary / Sommaire	
Room/Chambre	0.00	Room/Chambre	21.02
F&B/Restauration	0.00	F&B/Restauration	0.00
Other/Autres	0.00	Other/Autres	0.00
<b>Total</b>	<b>0.00</b>	<b>Total</b>	<b>21.02</b>

Thank you for choosing Fairmont Hotels & Resorts.  
To provide feedback about your stay, please contact Mr. Claude Sauvé, General Manager, at [Claude.Sauve@fairmont.com](mailto:Claude.Sauve@fairmont.com).  
We also invite you to share memories of your experience on our community forum - visit [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

Merci d'avoir choisi les Hôtels Fairmont.  
Pour donner votre opinion sur votre séjour, veuillez contacter M. Claude Sauvé, Directeur général, à [Claude.Sauve@fairmont.com](mailto:Claude.Sauve@fairmont.com).  
Nous vous invitons également à partager les souvenirs de votre expérience sur notre forum - [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

For information or reservations, visit us at  
[www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from:  
United States or Canada 1 800 441 1414  
Pour information et réservations visitez notre web au  
[www.fairmont.com](http://www.fairmont.com) ou téléphoner au Hôtels Fairmont de:  
États-Unis ou Canada 1 800 441 1414

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.)  
I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Je me porte personnellement responsable du règlement total de cette note au cas où la compagnie, l'association ou son représentant désigné en refuserait le paiement. Les comptes en souffrance sont sujets à un intérêt de 1.5% par mois après un mois. (18.00% par année)  
J'ai accepté la livraison du journal The Globe and Mail. Si j'avais refusé, j'aurais pu obtenir un crédit à mon compte de 1.00\$ par jour (du Lundi au Vendredi) et de 2.00\$ le Samedi. (Dans les hôtels participants.)

**Thank you for choosing to stay with Fairmont Hotels & Resorts**  
**Merci d'avoir choisi les Hôtels Fairmont**



4

**BLUE LINE TAXI**  
(613) 238 - 1111

TERMINAL ID: 324-302-001  
 VEHICLE ID : 1291  
 DRIVER ID : 00054467  
  
 TRIP NUMBER: 1028  
 PASSENGERS: 1  
  
 01/20/2015  
 START: 16:25                      END: 16:27  
  
 FARE AMOUNT:                      \$ 34.97  
  
 SURCHARGE AMOUNT:              \$ 1.50  
 TIP AMOUNT:                        \$ 6.99  
  
**TOTAL :                      \$ 43.46**  
  
 MASTER CARD SALE :                \*\*\*\*  
 APPROVAL NUMBER :                01022B

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

CUSTOMER SERVICE 1-800-443-2812  
INQUIRY@TAXITAB.COM  
TAXITAB



5

**RECEIPT**      Date 20115  
 From AIRPORT  
 To EAST YORK  
 Car No. ZAH-90      Fare 85-20  
 Driver BJ              Extra \_\_\_\_\_  
 Thanks for Calling      Gratuity \_\_\_\_\_  
 GST#100004670              **TOTAL** 85-20

*The Service You Deserve*