

## Proactive Disclosure – Sherry Liang

Click on the [Reason for Expense](#) to view the claim.

**2015**

Date	Reason for Expense	Amount Claimed	Travel / Hospitality
October 5 - 8, 2015	<a href="#">Annual Meeting of Federal/Provincial/Territorial Information and Privacy Commissioners</a>	\$ 1,872.73	Travel

## Travel Expense Chart

<b>Employee Name</b>	Sherry Liang	
<b>Employee Title</b>	Assistant Commissioner, Tribunal Services	
<b>Date of Travel</b>	October 5 - 8, 2015	
<b>Destination (s)</b>	Edmonton, AB	
<b>Purpose</b>	Annual Meeting of Federal/Provincial/Territorial Information and Privacy Commissioners	
<b>Related Costs:</b>		
<b>Airfare</b>	\$	932.39
<b>Accommodation</b>	\$	670.26
<b>Meals</b>	\$	76.63
<b>Other transportation (taxis)</b>	\$	189.52
<b>Hospitality</b>	\$	-
<b>Other expenses (business call)</b>	\$	3.93
<b>Total:</b>	<b>\$</b>	<b>1,872.73</b>

# 1

**Subject:** FW: Air Canada - 05-Oct: Toronto - Edmonton (booking ref)

**From:** Air Canada [mailto:confirmation@aircanada.ca]  
**Sent:** Thursday, August 20, 2015 1:05 PM  
**To:**  
**Subject:** Air Canada - 05-Oct: Toronto - Edmonton (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:**  
Ms Sherry Liang

### 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?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC1157	Toronto, Pearson Int'l (YYZ) Mon 05-Oct 2015 12:50 - Terminal 1	Edmonton, Edmonton Int'l (YEG) Mon 05-Oct 2015 14:57	0	4hr07	320	Flex, G	 F
AC154	Edmonton, Edmonton Int'l (YEG) Thu 08-Oct 2015 15:50	Toronto, Pearson Int'l (YYZ) Thu 08-Oct 2015 21:31 - Terminal 1	0	3hr41	320	Flex, G	 F



F: Food for purchase on board All Air Canada Café purchases made on board Air Canada and Air Canada rouge flights, as well as on Air Canada Express flights operated by Jazz, are payable only with Visa, MasterCard and American Express credit cards.

## Passenger Information

1: Ms Sherry Liang : Adult (16+), Ticket Number

Frequent Flyer Prog : None

Meal Preference : None

Payment Card: xxxx-xxxx-xxxx

Special Needs: None

Seat Selection: None

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	366.00
Return Flight - Flex	346.00
Surcharges	46.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	55.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.50
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	103.64
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	932.39
Number of passengers	x 1
Total with options	932.39
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$932.39</b>

### Payment Information

Credit/Debit Card xxx-xxx-xxx

Amount paid: \$932.39

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

Air Canada: \$932.39 (Air Transp. Charges - per ticket)

Ticket number(s):

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## enRoute City Guide

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# Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...



[Read the complete guide](#)

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## Fare Rules

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**Departing Flight** Toronto (YYZ) To Edmonton (YEG) - **Flex**

**Return Flight** Edmonton (YEG) 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](#).

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## Baggage Allowance and Fees

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Prepare your checked and carry-on baggage with the help of our [Baggage Guide](#).

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**THE Fairmont**  
HOTEL MACDONALD

10065 - 100 Street  
Edmonton, AB, Canada T5J 0N6  
T (780) 424-5181 F (780) 429-6481

Room :  
Folio # :  
Cashier # : 1084  
Page # : 1 of 2  
Group Name : Office of the Information & Privacy Comm

# 2

Office of the Information & Privacy Comm

Ms Sherry Liang

Arrival : 10-05-15  
Departure : 10-08-15

Canada

Date	Description	Additional Information	Charges	Credits
10-05-15	Room Charge		199.00	
10-05-15	Room - DMF		5.97	
10-05-15	Room - AB Tourism Levy		8.20	
10-05-15	Room - GST		10.25	
10-06-15	Room Charge		199.00	
10-06-15	Room - DMF		5.97	
10-06-15	Room - AB Tourism Levy		8.20	
10-06-15	Room - GST		10.25	
10-07-15	Telephone Long Distance - Inter 17:44 Room# [00:00:00] : Dialed#		3.93	
10-07-15	Room Charge		199.00	
10-07-15	Room - DMF		5.97	
10-07-15	Room - AB Tourism Levy		8.20	
10-07-15	Room - GST		10.25	
10-08-15	Harvest Room	Room# CHECK# 1749	32.85	
10-08-15	Visa	XXXXXXXXXXXX4379 XX/XX		707.04

#4  
(Business call)

#3

Room total:  
707.04  
- 3.93  
32.85  
670.26

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**

**THE Fairmont**  
HOTEL MACDONALD

10065 - 100 Street  
Edmonton, AB, Canada T5J 0N6  
T (780) 424-5181 F (780) 429-6481

Room :  
Folio # :  
Cashier # : 1084  
Page # : 2 of 2  
Group Name Office of the Information & Privacy Comm

Office of the Information & Privacy Comm

Ms Sherry Liang

Arrival : 10-05-15  
Departure : 10-08-15

Canada

Date	Description	Additional Information	Charges	Credits
		<b>Total</b>	<b>707.04</b>	<b>707.04</b>

**Balance Due 0.00**

**GST Summary**

Room	30.75
F&B	1.35
Other	0.19
<b>Total</b>	<b>32.29</b>

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay, please contact Mr Garrett Turta, General Manager, at [Garrett.Turta@fairmont.com](mailto:Garrett.Turta@fairmont.com). We also invite you to share memories of your experience on our community forum - visit [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  
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**Merci d'avoir choisi les Hôtels Fairmont**

# 3  
↓

# 5  
↓

Fairmont Hotel Macdonald  
The Harvest Room

128 MICHELLE 1

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302/1 CHK 1749 GST 1  
OCT08'15 7:44AM

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1 ALPINE BRKFST 17.00  
1 ORANGE JUICE 5.00  
1 COFFEE 5.00

Food 27.00  
27.00 GST 1.35  
Total Due .. \$28.35

FAIRMONT HOTEL MACDONALD  
GST# 846543619

GRATUITY 4.50

TOTAL 32.85

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

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

SIGNATURE \_\_\_\_\_

NOT A CREDIT CARD VOUCHER  
PLEASE PAY YOUR SERVER

Car No. 56 Date . 05/10/15

From \_\_\_\_\_

To Airpal

Fare Amount \$ 56.00

GST No. \_\_\_\_\_ Tip 8.40

Total 64.40

Received with Thanks

[Signature]  
Signature

**AEROFLEET SERVICES**  
30-2601 MATHESON BLV E  
MISSISSAUGA ON  
www.aerofleet.ca  
CAB.56  
1.800.268.0905  
416.449.4990

**SALE**

TID: PS472456 REF#: 00000007  
Batch #: 994 SEQ: 001994007  
10/05/15 11:38:40  
Invoice #: 7  
APPR CODE: 027521  
VISA Chip  
\*\*\*\*\* \*\*/\*\*

**AMOUNT \$56.00**  
**TIP \$8.40**  
**TOTAL \$64.40**

APPROVED

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

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

Thank You for Choosing  
Aerofleet  
HST #100067164RT0001  
www.payplus.ca



#6  
L

#7 ↓

HMSHOST  
EXTREME PITA/THAI EXPRESS  
TORONTO PEARSON INT'L AIRPORT

309179 Jashuben

CHK 6506

OCT05'15 12:20PM

1 RTE GLFR PLOUGH 11.99  
Grazing Tray Gluten Free  
Ploughman's

SUBTOTAL 11.99  
11.99 HST 5% 217101 0.60  
11.99 HST 8% 217101 0.96  
AMOUNT PAID 13.55  
OFFLN VISA 13.55

--309179 Closed OCT05 12:20PM--

\*\*\*\*\*  
CHECK # 405883 DATE 10/07/15  
TABLE # 112 TIME 8:28PM  
\*\*\*\*\*  
DUPLICATE CHECK \*\*\*\*\*

--- LOUNGE : KELLIE ---  
SEAT# ITEMS ORDERED AMOUNT  
3  
YUCATAN SALAD 11.00  
SUBTOTAL 28.00  
GST 1.40  
TOTAL 29.40  
  
17.00  
(5% GST) 0.85  
(15% tip) 2.68  
20.53  
TOTAL 29.40

\*\*\*\*\*  
SUBTOTAL 28.00  
GST 1.40

TOTAL DUE 29.40  
tip 4.41  
33.81  
# OF GUESTS 1

#8 ↓

**YELLOW CAB**

780.462.3456

GST# \_\_\_\_\_

Date: Oct. 8/15 Amount: 58.42

Driver: \_\_\_\_\_ Car#: \_\_\_\_\_

From: OIPC office

To: Airport

10135-31 Avenue, Edmonton, AB T6N 1C2

♻️

Cicerone vs. Sommelier Dinner  
Four Course Dinner, Wine & Beer Pairing  
Monday, October 26th  
Ask your server for details  
or visit us online at  
CRAFTbeermarket.ca  
780.424.BEER(2337)

GST# 843991241 RT0001

#9  
↓

HMSHOST  
STARBUCKS SOUTH  
EDMONTON INTERNATIONAL AIRPORT

#10  
↓

299096 Krissie

-----  
CHK 4363  
OCT08'15 2:49PM  
-----

TO GO

1 RTE TURK CHDR	6.99
602652170492	
1 KIND BAR BLU VAN	2.25
SUBTOTAL	9.24
TAX	0.46
AMOUNT PAID	<b>9.70</b>
CASH	20.00
CHANGE	10.30

--299096 Closed OCT08 02:49PM--

WE WANT TO HEAR YOUR FEEDBACK!  
PLEASE CONTACT 1-877-672-7467  
OR CUSTOMERSERVICE@HMSSHOT.COM  
TO SHARE YOUR EXPERIENCE.

STOREID: YEGSTA05  
GST #137512901

RECEIPT

CAR NO.: 10 H.S.T NO.: \_\_\_\_\_

FROM: Toronto Airport

TO: home

DATE: Oct. 8/15 AMOUNT \$ 66.70

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