

Travel Expense Chart

Employee Name	Sherry Liang	
Employee Title	Assistant Commissioner, Tribunal Services	
Date of Travel	20-Nov-15	
Destination (s)	Ottawa, ON	
Purpose	Meeting with the Office of the Information Commissioner of Canada	
Related Costs:		
Airfare	\$	292.95
Accommodation		
Meals		
Other transportation (taxis)	\$	123.20
Hospitality	\$	-
Other expenses (baggage fee)	\$	-
Total:	\$	416.15



CONFIRMATION NUMBER:

porter
flying refined

SOLD TO SHERRY LIANG
2 BLOOR STREET EAST,
SUITE 1400
TORONTO, ON
M4W 1A8
CANADA

BOOKING DATE THU 05 NOV 2015

FRI 20 NOV 2015 TORONTO (YTZ) TO OTTAWA (YOW)

PD 245 7:25 AM 8:21 AM
Porter Airlines Toronto (YTZ) Ottawa (YOW)

PASSENGER(S)

1. SHERRY LIANG

FARE/TICKET INFORMATION

TORONTO (YTZ) - OTTAWA (YOW)

FIRM FARE (1 x \$ 87.00)	\$ 87.00 CAD
Air Traveller Security Charge	\$ 7.12 CAD
Airport Improvement Fee	\$ 20.00 CAD
Harmonized Sales Tax	\$ 16.92 CAD
NAV and Surcharges	\$ 16.00 CAD
SUBTOTAL	\$ 147.04 CAD
TOTAL	\$ 147.04 CAD

PAYMENTS

VISA	ENDING IN	\$ 147.04 CAD
TOTAL AMOUNT		\$ 147.04 CAD

GST/HST Number: 841583271

QST Number: 1212573775

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Subject: FW: Air Canada - 20-Nov: Ottawa - Toronto (booking ref:)

From: Air Canada [mailto:confirmation@aircanada.ca]
Sent: Thursday, November 05, 2015 12:36 PM
To:
Subject: Air Canada - 20-Nov: Ottawa - Toronto (booking ref:)



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.

Booking Information

Table with Booking Reference, Customer Care (Air Canada, 1-888-247-2262), and Electronic Ticketing confirmed information.

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

Table with columns: Flight, From, To, Stops, Duration, Aircraft, Fare Type, Meal. Row 1: AC459, Ottawa, Ottawa Int'l (YOW), Toronto, Pearson Int'l (YYZ), 0, 1hr07, 320, Tango, A.

Passenger Information

1: Ms Sherry Liang : Adult (16+), Ticket Number:
Air Canada - Meal Preference : None

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RECEIPT FOR CAB FARE
Date: 20/11/2015 Amount: 21.50

From: _____
To: 3-11 Bishop Airport
Cab No.: 0077 Driver: [Signature]

Note: Amount shown above includes G.S.T. Driver is an independent contractor; any G.S.T. Input Credit may be claimed at "NOTIONAL" or applied to DRIVER'S Registration Number, not Maple Leaf Taxi.

Driver G.S.T. # (if applicable)



Serving Toronto for over 25 years.

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Job # _____



RECEIPT FOR CAB FARE

Amount: \$38.95 Date: NOV-20-15

From: AIRPORT
To: 30 Victoria St

Cab No.: 845 Driver: [Signature]

H.S.T. included in meter fare
Le prix inclus la T.V.H.



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TAXI

REGAL
 CROWN

819 777-5231
819 777-1645

TEMPS TIME _____ AM _____ PM _____ DATE 15/11/20

NOM NAME _____

ADRESSE ADDRESS _____

CHARGÉ À CHARGE TO _____

VOYAGE DE TRIP FROM 30 Victoria St.

A TO Ottawa Airport

A TO _____

\$ 40.25 CHARGE

NOTRE NO OUR NO 70 PAR Y. [Signature] CHAUFFEUR

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ADULT ONE-WAY

ADULTE ALLER SIMPLE
\$ 22.00

AÉROPORT PEARSON AIRPORT
TO | A BLOOR

20 NOV 2015
17:25

Must take trip within 1 hour of issuance
Doit faire le trajet au plus 1 heure après achat

Not refundable, not transférable
Non remboursable, non transférable

Retain for inspection
Conservé pour inspection

U0404CCARD TN: 063185736322

