Travel Expense Chart

Employee Name	Brian Beamish	
Employee Title	Commissioner	
Date of Travel	May 10-11, 2016	
Destination (s)	Regina, SK	
Purpose	Speak at Saskatchewan Connections Conference	
Related Costs:		
Airfare	\$	449.36
Accommodation	\$	175.61
Meals	\$	59.78
Other transportation (taxis)	\$	146.00
Hospitality	\$	-
Other expenses (baggage fees, seat	¢	142.83
upgrade/selection)	7	142.03
Total:	\$	973.58

From:

Air Canada <confirmation@aircanada.ca> Wednesday, April 06, 2016 9:34 AM

Sent: To:

Subject:

Air Canada - 10-May: Toronto - Regina (

.) - seat selected

****** 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:

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

Main Contact:

Mr Brian Beamish

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*).

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.

Flight Itinerary

Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC1113	Toronto, Pearson Int'l (YYZ) Tue 10-May 2016 08:00 - Terminal 1	Regina (YQR) Tue 10- May 2016 09:20	0	3hr20	E90	Tango, K	₩ * \$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: Mr Brian Beam	iish:Adult (16+), Ticket Numbe	r.	
Air Canada - Aeroplan :		Meal Preference :	None
Payment Card:		Special Needs:	None
Seat Selection:	AC1113 19D (<i>Preferred</i>) Paid		

Purchase Summary

Fare Summary	
Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Tango	138.00
Surcharges	23.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	25.11
Air Travellers Security Charge (ATSC)	7.12

^{*} Can my booking be changed online?

Total before options (per passenger)	218.23
Number of passengers	x 1
Total with options	218.23
Seat Selection	
Mr Brian Beamish	
AC1113: 19D - Preferred Seat (Aisle)	41.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	5.33
Total with options and seat selection fee:	264.56
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$264.56

Payment Information

Credit/Debit Card

Amount paid: \$264.56

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

Air Canada: \$218.23 (Air Transp. Charges - per ticket)

Air Canada: \$46.33 (Advance Seat Selection - for passenger 1)

Ticket number(s):

Fare Rules

Departing Flight Toronto (YYZ) To Regina (YQR) - Tango

Changes:

- Prior to day of departure Change fee per direction, per passenger, is \$100 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 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.

- Paid Advance Seat Selection is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will provide a full refund without penalty when you cancel a new ticket (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.

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 Opens in New Window.

Carry-on Baggage Opens in New Window

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, 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 Opens in New Window.

Checked Baggage Opens in New Window

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

Departing Flight: Toronto (YYZ) To Regina (YQR) - Tango

1st bag: \$25.00 CAD

2nd bag: \$35.00 CAD

Regular Baggage Allowance

+ taxes* per direction + 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 baggage 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 baggage fees. 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 baggage fees. 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



From:

noreply@itinerary.westjet.com on behalf of WestJet Airlines <noreply@itinerary.westjet.com>

Sent:

Wednesday, April 06, 2016 9:44 AM

To:

Subject:

Reservation Confirmation



WestJet 22 Aerial Place N.E. Calgary, Alberta, Canada Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary.

Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight.

This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: GUGSZV

Main contact: Mr Brian Beamish

E-mail:

Phone Number:

For more information on flying with WestJet, including baggage fees, please visit Travel Info

Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the <u>following details</u> as there are some differences in allowances and amenities from flights on our larger WestJet Boeing 737 aircraft. If you are flying to Dublin, there are also some <u>specific regulations</u> you should be aware of before you leave.

Guest

Mr. Brian Beamish

Flight

Regina (YQR)-Toronto (YYZ)

Ticket Number

Seat

YQR-YYZ: 12C

Air Itinerary Details

WS602 WestJet Regina, CA

Wed 11 May, 2016 12:25 PM

Toronto, CA

Wed 11 May, 2016 05:19 PM

Fare type: Econo

Non-stop

Fare breakdown

Guest typ	e Base fare Air tr per guest	ansportation charges Taxe per guest	es, fees and charges per guest	Total fare per guest	Number of guests	Total fare
adult	CAD 170.00	CAD 23.00	CAD 38.13	CAD 231.13	x 1	CAD 231.13

Tax details

Rate code	Description	Amount
XG	Goods and Services Tax (GST)	CAD 11.01
CA	Air Travellers Security Charge (ATSC)	CAD 7.12
SQ	Airport Improvement Fee (AIF)	CAD 20.00
		Total taxes: CAD 38.13

Fare family benefits

YQR-YYZ: Econo Seat Sale Benefits

- First checked bag fee of \$25-29.50 CAD¹
- Second checked bag fee of \$35-41.30 CAD ¹

¹ Not applicable on flights operated by our airline partners

Seats

CAD 40.00 + CAD 2.00 Tax

Total Seats: CAD 42.00

Total

Charged to MASTERCARD

CAD 273.13

WestJet offers

Get travel insurance

Don't forget to include travel insurance as part of your trip. WestJet has partnered with RBC Insurance® to provide you with the right coverage for your travel experience. Get a quote

Important Information

Thank you for choosing WestJet QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are
 travelling on one of our <u>airlines partners</u>; it is important to familiarize yourself with the terms and conditions of the airline
 operating the flight. To view the baggage allowances and fees of our code-share partners, visit our <u>code-share baggage</u> info
 page.
- <u>Positive identification</u> is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - o Fares, taxes and fees (For change/cancel guidelines, baggage fees, service fees and other taxes and fees)
 - o Baggage allowances (Carry-on, checked, sporting goods, restricted items)
 - Seat selection (How it works, changing your seat and more)
 - o Inflight services (Buy on board, up! magazine and more)
 - o <u>Inflight entertainment</u> for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the <u>purchase of carbon offsets</u>.
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our <u>contact</u> <u>us</u> page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

Important Legal Notice

Terms and Conditions

Contact Information

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.



Fee Receipt

PASSENGER FLIGHT BAGGAGE ADDITIONAL TRAVEL PRINT SELECT INFORMATION DOCUMENTS

Your fees have been successfully collected.

Departure Date:

2016-05-10

Passenger: Departure city: **BRIAN BEAMISH**

TORONTO-T1 YYZ

Destination city:

REGINA YQR

Fee Breakdown:

Baggage fee

25.00 CAD

HST:

3.25 CAD

Total CAD:

28.25 CAD

Form of payment used:

Please Note: This fee is non refundable. GST - HST: #100092287 RT0001

Please enter your email address if you wish to have this receipt emailed to you.

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DOUBLETREE HOTEL & CONFERENCE CENTRE REGINA

1975 Broad Street • Regina, SK S4P 1Y2 Phone (306) 525-6767 • Fax (306) 352-1858 For reservations across the nation www.doubletree.com or 1-800-222-TREE

Name & Address

BEAMISH, BRIAN 1400 2 BLOOR STREET EAST TORONTO ON M4W 1A8 CANADA

Room Arrival Date 700/N

5/10/2016 9:21:00 AM 5/11/2016

Departure Date

Adult/Child Room Rate 1/0 155.00

Rate Plan: HH # AL: Car:

VCM 276979747 BLUE

Confirmation Number:

5/11/2016



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30-2601 MATHESON BLV E MISSISSAUGA ON www.aerofleet.ca Cab# 115 1800.268.0905 416.449.4990

SALE

AMOUNT \$63.0 · TIP \$12.6 · TOTAL \$75.6 ·

APPROVED

#asterCard #ID: A0000000041010 VR: 00 00 00 80 00 SI: E8 00

> BY ENTERING A VERIFIED PIN CARDHOLDER AGREES TO PAT ISSUER SUCH TOTAL IN ACCORDANCE WITH ISSUER'S AGREFHENT WITH CARDHOLDER

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

CHSTOMER CORV

CAPITAL CAB 2000 473 MCDONALD STREET REGINA, SK

Term ID: 05129897

Purchase

Resp Code: 01/027

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APPROVED Thank You

Customer Copy

- IMPORTANT - retain this copy for your records





CO-OP TAXI 1654 ANGUS STREET REGINA. SK S4T 1Z2

Merchant ID: 000000003233420 Term ID: 08407708 25870930013

Purchase

MasterCard XXXXXXXXXXX

AID: A0000000041010 Entry Method: Chip

Batch#: 000010

05/11/16

10:01:38

Ref#:000082703044

Inv #: 000482 Appr Code: 090758

Amount: 14.50 lip: 2.90

Total: 17.40

Customer Copy

A4U 2238 DUNDAS ST W TORONTO ON

****** CARD

CARD TYPE

MASTERCARD

DATE

2016/05/11

TIME

2753 23:31:11

RECEIPT NUMBER

C85037954-001-001-181-0

PURCHASE

AMOUNT

\$29.50 \$6.00

TIP TOTAL

\$35.50

MasterCard A0000000041010 8384D23E6E424485 0000008000-E800 1BD0B3DF31C09CE6

APPROVED

AUTH# 034245

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS



1975 Broad Street Regina, SK S4P 1Y2 306.525.6767

GST#: 865-643-357

1038 SYLVIA

Tbl 51/1 Chk 1582 Gst 1 May10'16 12:24PM 9.00 1 lunch caesar 1 ADD CHICKEN 5.00 1 Coffee Subtotal 18.00 18.00 GST 0.90 Amount Due 18.90 Gratuity:____ Total :_____ Print Name:_____ Room #:_____ Signature:____ Join us for Extended Weekend Breakfast!!

TILD SAGE KITCHEN & BAR 1975 Broad Street Regina SK S4P 1U2 306-525-6767 ** TRANSACTION RECORD *: ran. #: 31548 "UC: Restaurant able #: 51 heck #: 1582 neck #: 1582 froup #: 1 mployee #: 1038 5mployee Name: SYLVIA merch. ID: 040080004457 ferminal #: 008 lavice ID: 01 fetrieval #:93900000000 PRE-AUTH PURCHASE · xxxxxxxxxx asterCard intry Method: Chip \$18.90 Amount \$3.78 TOTAL CAD\$22.6% .016/05/10 19:05:30 -0-001 060588 -SDTRUS2/USDTRUC2 APPROVED 06058S By entering a verified FIN, cardholder agrees to pay issuer such total in accordance with issuer's agreement with cardholder RPP Label: MasterCard BID: A0000000041010 TUR: 0000008000 FSI: E800

Customer Copy



1975 Broad Street Regina, SK S4P 1Y2 306.525.6767 GST#: 865-643-357

1010 Kayla Q.

Tb1 64/2 Chk 1713 Gst 1 May10'16 06:19PM 1 8oz Bacon Sirloi Subtota1 45.00 45.00 GST 2.25 Amount Due 47.25 Gratuity:____ Total : 56.00 Print Name: Room #:____ Signature:_____ Join us for Extended Weekend Breakfast!!

37.10