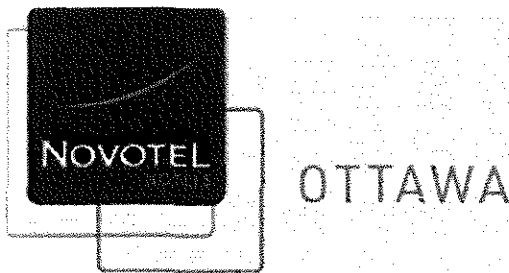


## Travel Expense Chart

<b>Employee Name</b>	Janet Gore		
<b>Employee Title</b>	Senior Policy Analyst		
<b>Date of Travel</b>	May 27 - 29, 2015		
<b>Destination (s)</b>	Toronto, ON		
<b>Purpose</b>	Travel to attend International Conference on Open Data in Ottawa, ON		
<b>Related Costs:</b>			
<b>Airfare</b>	\$		280.93
<b>Accommodation</b>	\$		372.44
<b>Meals</b>	\$		22.17
<b>Other transportation (taxis)</b>	\$		23.00
<b>Hospitality</b>	\$		-
<b>Other expenses ( baggage fee &amp; seat selection)</b>	\$		124.58
<b>Total:</b>	\$		<b>823.12</b>





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Novotel Ottawa  
33 Nicholas Street  
Ottawa, ON K1N 9M7

Telephone: (613) 230-3033  
Fax: (613) 760-4766  
novotelottawa@novotelottawa.com

HST/TVH # R139252514

Miss Janet Gore

Room No. : 320  
Arrival : 05-27-15  
Departure : 05-29-15  
Page No. : 1 of 1  
Folio No. : 110964  
Conf. No. : 162904  
Cashier No. : 72

**INVOICE**

Membership No.: ID  
A/R Number :  
Group Code :  
Company Name : Information and Privacy Comr  
Voucher No. :  
Reference No. :

05-29-15

Date	Description	Charges	Payments
05-27-15	Accommodation	160.00 →	
05-27-15	Destination Marketing Fee	4.80 →	
05-27-15	HST	21.42 →	
05-28-15	Restaurant	5.52	
05-28-15	Accommodation	160.00 →	
05-28-15	Destination Marketing Fee	4.80 →	
05-28-15	HST	21.42 →	
05-29-15	BKF Room Service Food	16.65	
05-29-15	Visa		394.61
	XXXXXXXXXXXX	XX/XX	
<b>Total</b>		<b>394.61</b>	<b>394.61</b>
<b>Balance</b>			<b>0.00</b>

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*Thank you for staying at the Novotel Ottawa, we hope to welcome you again. Best price guaranteed by booking at [www.novotelottawa.com](http://www.novotelottawa.com)*

*If one of our associates made your stay, you can nominate them for a Stars of the City Award [www.starsofthecity.ca/nominate](http://www.starsofthecity.ca/nominate)*

*Or if you would like to share any comments or concerns, do not hesitate to contact me, Danny Ponte, Front Office Manager at [dannyponte@novotelottawa.com](mailto:dannyponte@novotelottawa.com)*

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**RECEIPT**

CALL NO. \_\_\_\_\_ DATE May 29/15

CAB NO. \_\_\_\_\_ AMOUNT \$ 25.00

DRIVER'S NAME \_\_\_\_\_

FROM Island Airport

TO \_\_\_\_\_

**NOTE: AMOUNT SHOWN ABOVE INCLUDES HST**  
Driver is an Independent Contractor, any HST Input Credit may be claimed as "NOTIONAL" or applied to driver's registration number, not Co-op Cabs.

DRIVER'S HST NO.  
if applicable

**CONFIRMATION NUMBER:****porter**  
flying refined

SOLD TO MS. JANET GORE  
2 BLOOR STREET EAST  
TORONTO, ON  
M4W1A8  
CANADA

BOOKING DATE MON 20 APR 2015

**WED 27 MAY 2015****TORONTO (YTZ) TO OTTAWA (YOW)**

PD 271 6:55 PM 7:51 PM  
Porter Airlines Toronto (YTZ) Ottawa (YOW)

**FRI 29 MAY 2015****OTTAWA (YOW) TO TORONTO (YTZ)**

PD 272 7:15 PM 8:15 PM  
Porter Airlines Ottawa (YOW) Toronto (YTZ)

**PASSENGER(S)**

1. JANET GORE

**FARE/TICKET INFORMATION****TORONTO (YTZ) - OTTAWA (YOW)**

FIRM FARE (1 x \$ 64.60)	\$ 64.60 USD
Airport Improvement Fee	\$ 16.40 USD
Harmonized Sales Tax	\$ 12.23 USD
NAV and Surcharges	\$ 13.10 USD
US Segment Tax	\$ 4.00 USD
US transportation Tax	\$ 4.85 USD
<b>SUBTOTAL</b>	<b>\$ 115.18 USD</b>

**OTTAWA (YOW) - TORONTO (YTZ)**

FIRM FARE (1 x \$ 64.60)	\$ 64.60 USD
Airport Improvement Fee	\$ 18.80 USD
Harmonized Sales Tax	\$ 12.11 USD

