

Travel Expense Chart

Employee Name	Lawren Murray	
Employee Title	Legal Counsel	
Date of Travel	January 31 - February 2, 2017	
Destination (s)	Ottawa	
Purpose	Court appearance in Ottawa	
Related Costs:		
Airfare	\$	270.35
Accommodation	\$	-
Meals	\$	10.93
Other transportation (taxi)	\$	40.00
Hospitality	\$	-
Other expenses (baggage fee)	\$	-
Total:	\$	321.28

Passenger Booking
Confirmation and Invoice

2355 Skymark Ave, Suite 200
Mississauga, ON L4W 4Y6
(905) 629-5172 or (855) 297-4399

Agent : Online
Ext :
Email :

Invoice/Booking Date : 18 Jan 2017
Invoice No : O0747026
Client No : [REDACTED]
Record Locator # : [REDACTED]

Client Information : LAWREN W MURRAY
[REDACTED]
TORONTO, ONT
CANADA

Email : [REDACTED]
Phone : [REDACTED]

Check-in Contact
MURRAY-LAWREN MR,

Insured Passenger:

Itinerary *** Date and Schedule Subject to Change ***

Departure			Arrival			Airline	Flight#
City Name	Date	Time	City Name	Date	Time		
Toronto Island (YTZ)	31-Jan-17	04:00 PM	Macdonald-Cartier International (YOW)	31-Jan-17	04:56 PM	PD	00239
Macdonald-Cartier International (YOW)	02-Feb-17	11:00 AM	Toronto Island (YTZ)	02-Feb-17	12:05 PM	PD	00216

Airline Information:
Reconfirm with -PORTER AIRLINES AT 1-888-619-8622 at least 24 hours prior to departure, check in 3 hours before departure

Ticket Delivery Method :
Your tickets will be sent to the email on file within 24 hours of completing your booking. If you have not received your tickets within 48 hours prior to travelling, please contact us at 1-866-969-3325.

Insurance Information:

Information

Hotel Payment Information:

Car Payment Information:

Special Requests/Additional Information :

SUPPLIER REFERENCE / SALE DESCRIPTION	CURRENCY	RATE PAID	HST	OTHER TAXES & FEES	TOTAL
Flight - INTAIR VACANCES					
Confirmation #:JUJHDG	CAD	154.00	0.00	116.35	270.35
Departure Date: 31-January-2017					
Return Date: 02-February-2017					
Hotel/Resort :					
Billing Currency: CAD					
Total Fares:					154.00
Total Taxes:					116.35
Invoice Total:					270.35
Payment(s):					
	17-Jan-17	CC xxxxxxxxxx	[REDACTED]	CAD	270.35
Total Payments:					270.35

Confirm all information. If any detail is not correct, contact your Agent, Online at ext. () immediately.

Telephone: (416) 695-9999 Fax: (905) 290-8285

Ontario TICO Registration: 50023011 HST: 76004 6326 RT0001 QST: 1224034187 TQ001 OPC: 703303

Your Trusted Source for Travel

Passenger Booking
Confirmation and Invoice

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Mississauga, ON L4W 4Y6
(905) 629-5172 or (855) 297-4399

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Invoice No : 00747026	Ext :
Client No : [REDACTED]	Email :
Record Locator # : [REDACTED]	

Client Information : LAWREN W MURRAY	Email : [REDACTED]
[REDACTED]	Phone: [REDACTED]
TORONTO, ONT	
CANADA	

Balance Due:	\$0.00
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Record Locator # : [REDACTED]

Agent : Online
Ext :
Email :

Client Information : LAWREN W MURRAY
[REDACTED]
TORONTO, ON
CANADA

Email : [REDACTED]
Phone : [REDACTED]

TERMS AND CONDITIONS

Booking Terms and Conditions: <http://www.itravel2000.com/bookingtermsandcondition>

OTHER INFORMATION

1. No price increases are permitted after the customer has paid in full
2. If the total price of the travel services is increased and the cumulative increase, except any increase resulting from an increase in retail sales tax or federal goods and services tax, is more than 7%, the customer retains the right to cancel said contract and receive a full refund
3. Your purchase is non-refundable unless otherwise stated by the supplier in their terms and conditions
4. Entry to another country may be refused even if the required information and travel documents are complete
5. Living standards and practices at the destination and the standards and conditions there with respect to the provision of utilities, services and accommodation may differ than those found in Canada
6. Don't forget to advise your credit card company of your travel to avoid credit card problems

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Harvey's 2560
 (613) 233-5850
 218 Elgin Street
 Ottawa, ON K2P 1L7
 REG: 896896073RT

7 CASH 2 A
 Feb01'17 01:05P Gst 1
 Cnk 1835

Takeout
 1 Gr-111 Okn 5.89
 MG Bun 3.79
 1 Lg Shake
 Strawb 10.93
 Mastercard
 Subtotal 9.68
 HST 1.25
 Payment 10.93
 Rounded if Paying Cash \$10.95

Contact us at:
 questservices-harveys@cara.com
 or call 1-844-729-7828

We'd Love To Hear
 How We Did Today.



Job #

RECEIPT FOR CAB FARE

Amount \$13.00 Date Feb 1st 2017
 From [Redacted]
 To 161 Elgin
 Cab No. [Redacted]
 Driver [Signature]
 H.S.T. Included in meter fare



Job #

RECEIPT FOR CAB FARE

Amount \$27.00 Date Jan 31
 From Ottawa Airport
 To [Redacted]
 Cab No. [Redacted]
 Driver [Signature]
 H.S.T. Included in meter fare

