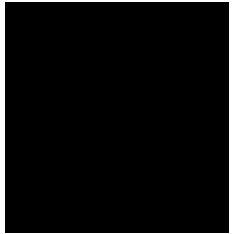
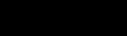


Travel Expense Chart

Employee Name	Patricia Kosseim	
Employee Title	Commissioner	
Date of Travel	September 28-30, 2022	
Destination (s)	Washington, DC	
Purpose	Attend and speak at The Centre for Information Policy Leadership Executive Retreat	
Related Costs:		
Airfare (includes change fee)	\$	591.27
Accommodation	Accommodation charges were reimbursed by CIPL	
Meals	\$	55.59
Other transportation (taxi)	\$	116.08
Hospitality	\$	-
Other expenses (specify)	\$	-
Total:	\$	762.94


 Booking Reference: 

Date of issue: 21 Jul, 2022

This is your official itinerary/receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the [general conditions of carriage](#) and [applicable tariffs](#) that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the [IATA Travel Centre website](#) or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view [Air Canada's Privacy Policy](#) directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on entry requirements, our flexible booking policy, or our health and safety measures visit our [Travel Ready hub](#).

IMPORTANT:

- **Travelling/returning to Canada:** You are required to upload your proof of vaccination, submit your contact information and travel details, and complete a COVID-19 "self-assessment" a maximum of 24 hours before arrival through the [ArriveCAN app](#). No proof of a negative pre-departure COVID-19 test result or quarantine is required for vaccinated travellers.
- **All destinations:** Make sure to consult our [entry and testing requirements](#) page prior to travel.


Depart

Economy - Flex

 Wednesday
 28 Sep, 2022

 07:55
Ottawa
 Ottawa Int. (YOW),
 Ontario

 09:47
Washington
 R. Reagan Washington
 National (DCA),
 Terminal 1


 AC8869

1hr52
 Economy K
 Operated by: Air Canada Express -
 Jazz | [CRJ900](#) | [Wi-Fi](#)

Return

Economy - Flex

 Friday
 30 Sep, 2022

 06:59
Washington
 R. Reagan Washington
 National(DCA),
 Terminal 1

 08:30
Ottawa
 Ottawa Int. (YOW),
 Ontario


 AC8866

1hr31
 Economy G
 Operated by: Air Canada Express -
 Jazz | [CRJ900](#) | [Wi-Fi](#)
Passengers

Patricia Kosseim
Seats
AC8869 15C
AC8866 15C

 Ticket number






Purchase summary

Amount paid: \$582.46

Tax information

GST no. 10009-2287 RT0001 \$21.75
GST/HST no. 10009-2287 RT0001 \$4.55

Total airfare: \$591.27

Flights needed to be changed twice due to changes in schedule.

Original flight cost: \$582.46
Refund for fare difference: \$7.34
Additional cost for fare difference: \$16.15

1 adult



Air transportation charges

Base fare - Depart Economy - Flex	249.00
Base fare - Return Economy - Flex	173.99



Taxes, fees and charges

Air Travellers Security Charge - Canada	12.10
Goods and Services Tax - Canada - 100092287 RT0001	21.75
Harmonized Sales Tax - Canada - 100092287 RT0001	4.55
Airport Improvement Fee - Canada	35.00
September 11th Security Fee - United States	7.24
Transportation International/Domestic Tax - United States	50.94
Animal and Plant Health Inspection Service (APHIS) User Fee - United States	5.12
Immigration User Fee - United States	9.05
Customs User Fee - United States	7.90
Passenger Facility Charge - United States	5.82
Total before options (per passenger)	\$582⁴⁶

GRAND TOTAL (Canadian dollars) \$582⁴⁶



Check-in and boarding gate deadlines

Within Canada To/From the U.S.

90

minutes

120

minutes¹

When to arrive at the airport

You should arrive no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

minutes²

60

minutes³

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

30

minutes

30

minutes

Boarding gate deadline

This is the latest you should be at the departure gate, ready for boarding.

15

minutes

15

minutes

Boarding gate closes

Arriving after this time will result in reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

From Toronto-Pearson Airport (YYZ) or Montreal-Trudeau Airport (YUL) - Recommended arrival time: 180 minutes.

From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

From Toronto-Pearson Airport (YYZ) - Check-in and baggage drop-off deadline: 90 minutes.



Baggage allowance



Carry-on baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 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]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. [See our complete carry-on baggage policy.](#)

Checked baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Ottawa (YOW) > Washington (DCA)		
 1st bag Complimentary	 2nd bag \$ 52.50 CAD Including taxes	Max. weight per bag: 23 kg (50 lb) Max. dimensions per bag: 158 cm (62 in)

Washington (DCA) > Ottawa (YOW)		
 1st bag Complimentary	 2nd bag \$ 52.50 CAD Including taxes	Max. weight per bag: 23 kg (50 lb) Max. 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/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View [Air Canada's additional checked baggage policy.](#)
- View the [additional checked baggage policy of Air Canada's codeshare and interline partners.](#)

Economy - Flex

Changes	<p>Departing flight</p> <ul style="list-style-type: none"> • Before departure of first flight <ul style="list-style-type: none"> - Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules. - Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply. - New travel dates must be prior to Friday, 21 Jul, 2023 - The maximum change fee applied is \$0 CAD per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply. • After departure of first flight <ul style="list-style-type: none"> - Ticket reissue is not allowed. • Flights can only be used in sequence from the place of departure specified on the itinerary. • Failure to show up for your flight (No Show) may result in a penalty. Please see the complete fare rules for details.
Cancellations	<ul style="list-style-type: none"> • Tickets are non-refundable and are non-transferable. • Partially used tickets may be submitted for a refund assessment. The refund will be calculated as follows: Actual fare paid minus the value of the portion of the journey that has been flown and minus the applicable fee. • Cancellations can be made up to 45 minutes prior to departure. Exception: Aeroplan flight rewards must be cancelled no later than 2 hours before departure. • Find out more about Air Canada's refund services.
Minimum stay	<ul style="list-style-type: none"> • There is no maximum or minimum day stay associated with this fare.
Maximum stay	<ul style="list-style-type: none"> • There is no maximum or minimum day stay associated with this fare.
Aeroplan	<ul style="list-style-type: none"> • 100% Aeroplan points • The equivalent in Status Qualifying Miles • For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge

Economy - Flex

Changes	<p>Return flight</p> <ul style="list-style-type: none"> • Before departure of first flight <ul style="list-style-type: none"> - Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules. - Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply. - New travel dates must be prior to Friday, 21 Jul, 2023 - The maximum change fee applied is \$0 CAD per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply. • After departure of first flight <ul style="list-style-type: none"> - Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules. - Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply. - New travel dates must be prior to Thursday, 28 Sep, 2023 - The maximum change fee applied is \$0 CAD per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply. • Flights can only be used in sequence from the place of departure specified on the itinerary. • Failure to show up for your flight (No Show) may result in a penalty. Please see the complete fare rules for details.
Cancellations	<ul style="list-style-type: none"> • Tickets are non-refundable and are non-transferable. • Partially used tickets may be submitted for a refund assessment. The refund will be calculated as follows: Actual fare paid minus the value of the portion of the journey that has been flown and minus the applicable fee. • Cancellations can be made up to 45 minutes prior to departure. Exception: Aeroplan flight rewards must be cancelled no later than 2 hours before departure. • Find out more about Air Canada's refund services.
Minimum stay	<ul style="list-style-type: none"> • There is no maximum or minimum day stay associated with this fare.
Maximum stay	<ul style="list-style-type: none"> • There is no maximum or minimum day stay associated with this fare.
Aeroplan	<ul style="list-style-type: none"> • 100% Aeroplan points • The equivalent in Status Qualifying Miles • For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge

Please notify us immediately if you do not plan on taking your scheduled flight(s). If you are unable to change or cancel your booking online, you can reach Air Canada Reservations at 1-888-247-2262 (view [international and other numbers](#)). If you do not show up for your flight, the rest of your itinerary will automatically be cancelled.

Disclaimer: The fare rules displayed above are for adult passengers only. Different rules may apply for children and infant passengers.

! General conditions of carriage

1. You must obtain your boarding pass and check in any baggage by the check-in deadline. Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.
2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable fees.
4. Any travel credit banked for unused tickets is non-transferable: when the credit is redeemed, it must be used by the same person whose name appears on the original ticket.
5. Air Canada will cancel any purchased ticket and provide a full refund without penalty up to 24 hours after purchase. Beyond 24 hours, voluntary changes to your itinerary may require the payment of additional fees and fare upgrades. If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
6. **Dangerous goods**

For safety reasons, dangerous goods must not be packed in checked or carry-on baggage, except as specifically permitted. Dangerous goods include, but are not limited to: compressed gases, corrosives, explosives, flammable liquids and solids, radioactive materials, oxidizing materials, poisons, infectious substances, and briefcases with installed alarm devices. For security reasons, other restrictions may apply. Please refer to the Restricted and Prohibited Items page on our website for more information.

7. Subject to the provisions of the Montreal Convention and the Warsaw Convention, as well as the provisions of its applicable tariffs, Air Canada may refuse carriage of property in checked luggage that is not suitable for transportation, such as fragile or perishable items and may refuse to carry valuable items (a valuable is deemed to be any item whose value is \$ 1,000 CAD or more, per Kilogram or \$1 CAD per gram). Air Canada may refuse claims based on the inherent nature of an item (e.g. its perishable nature), or for loss or delay of unsuitably or inadequately packed items, to the extent that the destruction, loss or damages resulted from the inherent defect, quality or vice of the baggage, or, in the case of delay, that the carrier, its agents, and servants took all measures that could reasonably be required to avoid the damage, or that it was impossible to take such measures.
8. **International travel**

Governments may require your carrier to provide information on or permit access to passenger data. You cannot travel if you do not have all required travel documents, such as a passport and visa (where applicable), to enter in or transit through each country/region on your itinerary. Please refer to the [Travel Documents](#) page on our website for more information.

9. **In-flight health**

Most people are fit to travel by air, but special attention is required for passengers whose health problems may be exacerbated by altitude, travel stress, hypoxia and other travel related difficulties. Our website offers important health tips and information for customers with special needs who may require medical approval before flying.

Please also note that aircraft disinsection is carried out on certain routes, in compliance with the requirements of the World Health Organization (WHO), the International Civil Aviation Organization, Transport Canada and applicable foreign regulatory authorities. More information is available on our website.

10. **Schedules and timetables**

Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.

11. **Overbooking notice**

Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for a payment of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions, persons denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and boarding priorities are available at all airport ticket counters and boarding locations.

NOTICE - SOLD SUBJECT TO APPLICABLE TARIFFS

! Air Passenger Protection Regulations Notice:

If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the *Air Passenger Protection Regulation*. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

General terms and conditions pertaining to flight delays, cancellations, denied boarding, seating of children and lost or damaged baggage can be found in Air Canada's [General Conditions of Carriage and Tariffs](#).

📞 Canada, U.S.: 1 (888) 247-2262 [Other numbers](#)

 **AIR CANADA**

A STAR ALLIANCE MEMBER 

Receipt 2 and 3

ALEXANDRIA UNION CAB

(703)683-1200 - 24 Hr. Dispatch Service

FROM National Airport

TO 824 New Hampshire Ave

\$31.54 CAD

DATE 09-28-22 FARE\$ 22.00

DRIVER'S NAME M. Mohamed CAB# 751

By Request, We Accept



Each Cab Independently Owned & Operated

YELLOW CAB CO.
202 544 1212

CASH RECEIPT

TERMINAL ID:	E268389875
DRIVER ID:	61241
CABNUMBER:	C461
DATE:	09/30/2022
START TIME:	05:38
END TIME:	05:43
RES. NUMBER:	5020508A
PASSNUMBER:	1
TRIPNUMBER:	5178132
DISTANCE:	5.22 mi
RATE 1	\$ 15.69
FARE:	\$ 3.25
EXTRA:	\$ 18.94
TOTAL:	

\$27.35 CAD

DFHV COMPLAINTS
LINES TTY 711
PH: 855-484-4966
dfhv. dc. gov

CAPITAL TAXI
613-744-3333

PURCHASE

VEHICLE ID	C668
DRIVER ID	00056552
TRIP NUMBER	0015
09/30/2022	08:44
START: 08:43	END: 08:43
FARE AMOUNT	\$ 34.00
TOTAL CAD \$:	34.00

AID:	A0000000031010
APPLICATION NAME	[REDACTED]
APPROVED	000
Approval Code	026192
RESP CD :	00
TVR :	000000000
TSI :	E000
TC :	A076FA1DB70AAE93
VAL CODE:	MFCJ
TRN REF #:	302273458602715
ENTRY METHOD	CONTACT CHIP (C)

PASSENGER COPY

Description: _____

INQUIRY@TAXITAB.COM

YELLOW CAB CO. (202)544-1212

Date	09/29/2022
Time	19:38
Vehicle ID	C883
Registration	C883
Driver ID	70750
Plate #	H90130
Trip ID	5019775A
Fare Type	Metered
Start time	19:16
End time	19:38
Distance	2.13MI
Fare	\$12.87
Tolls	\$0.00
Dispatch	\$0.00
DFHV Surcharge	\$2.00
Fuel Surcharge	\$0.25
Tip	\$1.00
Service charge	\$0.00
TOTAL	\$16.12

\$23.19 CAD

PAID BY CASH

DFHV COMPLAINTS TTY 711/TEL:855-484-4966 WWW.DEHV.DC.GOV

Receipt 6

Cibo Express Walkthrough Market
Washington Reagan Airport Term A
OTG Management

95005 NCR02

6277 SEP30'22 6:19A
M

Market Meals
1 CHO Plain 2.45
1 Aquafina 20oz 2.10
1 DUNKIN DONUTS 3.04
1 DUNKIN DONUTS 3.04

Food 8.53
Beverage 2.10
TAX 1.06
AMOUNT PAID 11.69
[REDACTED] XX/XX
[REDACTED] 11.69

\$16.56 CAD

Thank you.....
We want your feedback!
Please Call (866) 508-3558
or visit www.anOTGexperience.com
Merchant : 34343
Terminal ID: 1
***** Purchase *****

Card # [REDACTED]
Exp Date [REDACTED]
Response Code : 00

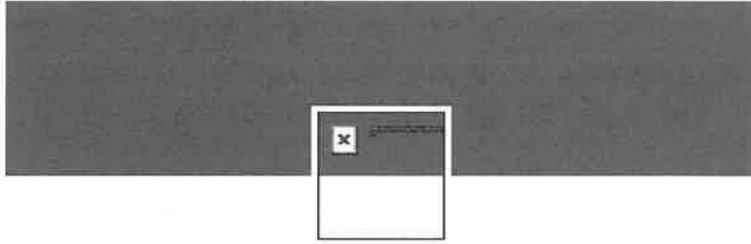
TOTAL : USD\$ 11.69

Mode: Issuer
AID: A0000000031010
TVR: 00a0008000
TSI: E800
IAD: 0601120364A002
ARC: 00

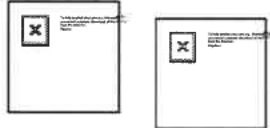
00 Approved - Thank You 000

From: Quaker Valley Orchards via Square <receipts@messaging.squareup.com>
Sent: Wednesday, September 28, 2022 6:50 PM
To: [REDACTED]
Subject: Receipt from Quaker Valley Orchards

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



Quaker Valley Orchards



Let Quaker Valley Orchards know how your experience was

\$6.68 CAD

\$4.75

Custom Amount × 1	\$4.75
<hr/>	
Total	\$4.75

Quaker Valley Orchards
 315 quaker valley road
 Biglerville, PA 17307

From: Taco Loco & Crepes LLC via Square <receipts@messaging.squareup.com>
Sent: Wednesday, September 28, 2022 6:46 PM
To: [REDACTED]
Subject: Receipt from Taco Loco & Crepes LLC

Now when you shop at sellers who use Square, your receipts will be delivered automatically.

[Not your receipt?](#)



Taco Loco & Crepes LLC



Let Taco Loco & Crepes LLC know how your experience was

*CIPL Retreat
dinner
Sept 28th*

\$32.35 CAD

\$23.00

Aguas Frescas × 1	\$8.00
Burrito × 1	\$12.00
<hr/>	
Purchase Subtotal	\$20.00
Tip	\$3.00
<hr/>	
Total	\$23.00

Taco Loco & Crepes LLC