

Expense Claims Forms

Date: June 11, 2013

EMPLOYEE#

V-0220

NAME

Jeff Melanson

Position

President

DEPT

Executive Office

FIRST MIDDLE LAST

Mailing Address :

Itinerary and Purpose of Travel : Los Angeles (May 12-14) for development function, Edmonton (May 28) for CASDC meeting, Ottawa (May 29-June 2) for GG Performing Arts Awards

Please leave the colored cells for Financial Services

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
1	04/26/2013	Travel	3101	2100	890900	800				Calgary to LA flight change fee	\$ 150.00	\$ 7.50	\$ 157.50
2	05/01/2013	Incidentals	3107	2100	890900	800				2 books	\$ 58.41	\$ 2.92	\$ 61.33
3	05/13/2013	Travel	3101	2100	890900	800				LA to Calgary flight change fee	\$ 173.50		\$ 173.50
4	05/13/2013	Travel	3101	2100	890900	800				LA to Calgary flight change additional fare	\$ 108.41		\$ 108.41
5	05/15/2013	Incidentals	3107	2100	890900	800				Return of 2 books	\$ (58.41)	\$ (2.92)	\$ (61.33)
6	05/14/2013	Incidentals	3107	2100	890900	800				2 books	\$ 58.41	\$ 2.92	\$ 61.33
7	05/23/2013	Travel	3101	2100	890900	800				Calgary to Edmonton flight change fee	\$ 50.00	\$ 2.50	\$ 52.50
8	05/23/2013	Travel	3101	2100	890900	800				Calgary to Edmonton flight	\$ 191.12	\$ 9.56	\$ 200.68
9	05/23/2013	Travel	3101	2100	890900	800				Edmonton to Ottawa flight change fee	\$ 50.00	\$ 2.50	\$ 52.50
10	05/23/2013	Travel	3101	2100	890900	800				Calgary to Edmonton flight change additional fare	\$ 30.00	\$ 1.50	\$ 31.50
11	05/23/2013	Travel	3101	2100	890900	800				Edmonton to Ottawa flight seat selection	\$ 36.00	\$ 1.80	\$ 37.80
12				2100									\$ -
13				2100									\$ -
14				2100									\$ -
15				2100									\$ -
16				2100									\$ -
17				2100									\$ -
18				2100									\$ -
19				2100									\$ -
20				2100									\$ -
21				2100									\$ -
22				2100									\$ -
23				2100									\$ -
24				2100									\$ -
25				2100									\$ -
26				2100									\$ -
27				2100									\$ -
28				2100									\$ -
29				2100									\$ -
30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
Total Expenses : A											\$ 847.44	\$ 28.28	875.72

GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	2100	Travel						789.03	25.36	814.39
3102	2100	Travel-BOG						-	-	-
3105	2100	Accommodation						-	-	-
3106	2100	Meals						-	-	-
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						58.41	2.92	61.33
6132	2100	Travel Advance						-	-	-
Total								847.44	28.28	875.72

Travel Advance (positive)	B 6132-2100	\$	
	A-B	\$	875.72

June 12, 2013

Claimant's Signature _____ Date _____

Claimant's Supervisor _____ Date _____

Financial Services _____ Date _____

Return to Requestor _____ Shelley MacAulay

Department _____

Cost Centre Code _____ WIRE

Prepared By _____

The Banff Centre
inspiring creativity

Expense Claims Forms

Date: June 14, 2013

EMPLOYEE# _____ NAME Jeff Melanson Position President DEPT Executive Office

FIRST MIDDLE LAST

Mailing Address: _____

Itinerary and Purpose of Travel: Los Angeles (May 12-14) for development function, Edmonton (May 28) for CASDC meeting, Ottawa (May 29-June 2) for GG Performing Arts Awards


Please leave the colored cells for Financial Services

Receipt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
1	04/26/2013	Travel	3101	2100	890900	800				Calgary to LA flight change fee	\$ 150.00	\$ 7.50	\$ 157.50
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11	05/23/2013	Travel	3101	2100	890900	800				Edmonton to Ottawa flight seat selection	\$ 36.00	\$ 1.80	\$ 37.80
12				2100									\$ -
13				2100									\$ -
14				2100									\$ -
15				2100									\$ -
16				2100									\$ -
17				2100									\$ -
18				2100									\$ -
19				2100									\$ -
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24				2100									\$ -
25				2100									\$ -
26				2100									\$ -
27				2100									\$ -
28				2100									\$ -
29				2100									\$ -
30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
Total Expenses : A											\$ 847.44	\$ 28.28	875.72

GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
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3102	2100	Travel-BOG						-	-	-
3105	2100	Accommodation						-	-	-
3106	2100	Meals						-	-	-
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						58.41	2.92	61.33
6132	2100	Travel Advance						-	-	-
Total								847.44	28.28	875.72

Travel Advance (positive)	B 8132-2100	\$ -
	A-B	\$ 875.72

Return to Requestor	Shelley MacAulay
Department	
Cost Centre Code	
Prepared By	

Claimant's Signature	Date
	June 16 / 2013
Claimant's Supervisor	Date
Financial Services	Date

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LKGWYR

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

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

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC570	Calgary (YYC)	Los Angeles (LAX)	E90	Q	Confirmed
	Sun 12-May 2013 12:05	Sun 12-May 2013 14:20 - TERMINAL 2			
Seat number(s) requested: 19C					
AC573	Los Angeles (LAX)	Calgary (YYC)	E90	W	Confirmed
	Tue 14-May 2013 14:05 - TERMINAL 2	Tue 14-May 2013 18:09			

Seat number(s) requested: 19D

Passenger Information

Passenger 1
Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan
Ticket number: 014 2120 546089
 [REDACTED]

Fare Summary

Passenger: 1 Ticket number 014 2120 546089

Date of issue	26-Apr 2013
Fare Amount in Canadian dollars:	563.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	16.03
Combined Taxes *see fare calculation below (XT)	27.66
 Total Fare in Canadian dollars:	 359.19A
 Options	
Change fee in Canadian dollars	150.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	7.50
Seat selection fee in Canadian dollars	30.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.50
Seat selection fee in Canadian dollars	30.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.50
Ticket particularities:	
AC ONLY/NONREF/CHGFEE -BG:AC	

157.50
 157.50
 157.50

**Fare calculation:*
 12MAY13YYC AC LAX Q7.50R299.00AC YYC Q7.50R249.00CAD563.00
 END ROE1.00 XT1.00SQ18.69US0.24XY0.19YC2.63AY0.18XA PD12.10CA
 14.23XG29.00SQ17.49US7.12XY5.59YC5.08XA XF4.73LAX4.50
Canadian tax registration numbers:
 XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules

- 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.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accomodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Important Information & Conditions

This is your E-ticket itinerary/receipt. Keep this document for your travel. Your flight coupons are stored in our reservation system. The Conditions of Contract and other legal notices are provided with this itinerary/receipt.

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Travel Documents

Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the reservation or ticket. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For **air travel between Canada and the United States**, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document such as a Nexus card. Nexus members are required to carry appropriate immigration and identity documents in addition to their Nexus card. In addition, passengers must present this Itinerary/receipt to immigration authorities upon request. For **air travel to a foreign country**, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the [Travel](#)

Snyder, Julie

From: chapters.indigo.ca <service@chapters.indigo.ca>
Sent: Wednesday, May 01, 2013 4:36 PM
To: Snyder, Julie
Subject: Shipping Confirmation: Your Chapters-Indigo Order, OR49263152

Bonjour Julie, ce message figure en français ci-dessous.

Dear Julie Snyder,

Thank you for shopping at chapters.indigo.ca - we are pleased to confirm that the item(s) listed below has shipped from your order, OR49263152. Any item(s) remaining in your order will ship as they become available. If you paid for your order by credit card, we are now processing a charge to your card for the shipped item(s).

You can check the status of your order at any time here:

<https://shop.chapters.indigo.ca/OrderLookup/OrderStatusPage.aspx?orderid=ec7328c48a784ea1baa9dace41b80b32>

ITEM(S) SHIPPED:

- 1. Sketching User Experiences: Getting the Design Right and the Right Design - 1 @ \$35.31
- 2. Design Driven Innovation: Changing the Rules of Competition by Radically Innovating What Things Mean - 1 @ \$23.10

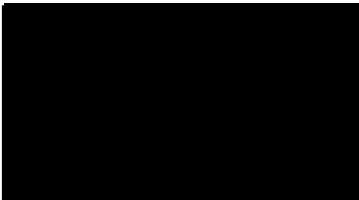
Item(s) Subtotal: \$58.41
Shipping and Handling: \$0.00
GST: \$2.92

TOTAL: \$61.33

Any plum points associated with any remaining items in your order will be awarded when they ship.

SHIPPING INFORMATION:

Your order is shipping by Standard Shipping to:



RECEIPT/INVOICE -

This e-mail serves as your receipt/invoice so please save it for your records; you will not receive an invoice with your package. You can print a copy of your invoice by signing-in to your Online Account, selecting the Order History link and then clicking the "Request Invoice" button. If you do not have an online account, please contact customer service at <http://help.indigo.ca/app/ask/>.

CANCELLATIONS-

(3), (4)

Snyder, Julie

From: American Airlines@aa.com <notify@aa.globalnotifications.com>
Sent: Monday, May 13, 2013 2:23 PM
To: Snyder, Julie
Subject: E-Ticket Confirmation-AZZXII 14MAY



Reservations

Redeem Miles

My Account

Deals



eTicket Itinerary & Receipt Confirmation

Ticket Issued: May 13, 2013

Jeff Melanson,

Thank you for choosing American Airlines / American Eagle, a member of the oneworld® Alliance. Below are your itinerary and receipt for the ticket(s) purchased. Please print and retain this document for use throughout your trip.

You may check in and obtain your boarding pass for U.S. domestic electronic tickets within 24 hours of your flight time online at AA.com by using www.aa.com/checkin or at a Self-Service Check-In machine at the airport. Check-in options may be found at www.aa.com/options. For information regarding American Airlines checked baggage policies, please visit www.aa.com/baggageinfo.

For faster check-in at the airport, scan the barcode below at any AA Self-Service machine.

You must present a government-issue photo ID and either your boarding pass or a priority verification card at the security screening checkpoint.


Book a Hotel »


Book a Car »


Buy Trip Insurance »

AVIS®

Up to 35% off plus up to 3,000 AAdvantage® bonus miles. [Learn more »](#)

Budget®

Up to 30% off plus up to 2,000 AAdvantage® bonus miles. [Start now »](#)




Earn 35,000 bonus miles and a Free Checked Bag. [Apply now »](#)



Admirals Club®


30 days of Unlimited Access as low as \$99. [Join now »](#)

Itinerary

Carrier	Flight #	Departing	Arriving	Fare Code
 American	5141	LOS ANGELES TUE 14MAY 8:50 AM	CALGARY INTL AB TUE 14MAY 12:49 PM	G
Operated By Westjet Check-in with operating carrier				
Jeff Melanson		Economy		

Receipt

Passenger	Ticket #
 Jeff Melanson	0012322533920
 Jeff Melanson - Additional Fare Collection	105.00

Additional Services	Date	Currency	Amount
Ticket Change	13 MAY 13	USD	150.00
			

Additional Services are subject to credit card approval at time of ticketing. Additional Services may appear on multiple accompanied documents as a matter of reference.

You have purchased a NON-REFUNDABLE fare. The itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has no value. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

One or more of your flights is a Codeshare flight and is operated by a Partner Airline. If your journey begins with a flight operated by one of American's Partner Airlines, then please check-in with the Partner Airline for that portion of your journey. Upon check-in, they will check your luggage to its final destination and provide boarding passes for your connecting flights, if applicable.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit www.aa.com/refunds.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in times will vary by departure location. In order to determine the time you need to check-in at the airport, please visit www.aa.com/airportexpectations.

AA CARRY-ON BAGGAGE

American Airlines does not impose Carry-On bag fees however, restrictions do apply. To view carry-on baggage restrictions for American Airlines or American Eagle, please visit **Carry-On luggage**. Passengers who originate flights on other than American Airlines/American Eagle and need to determine applicable carry-on fees or restrictions specific to other air carriers in your itinerary, please visit **INTERLINE PARTNER BAG CHARGES**.

AA CHECKED BAGGAGE CHARGES

For travel from US/PR/USVI within and between US/PR/USVI, the charges will be 25.00USD for the first bag. For a second checked bag, the charge will be 35.00USD (or local currency equivalent).

Snyder, Julie

From: chapters.indigo.ca <service@chapters.indigo.ca>
Sent: Tuesday, May 14, 2013 4:06 PM
To: Snyder, Julie
Subject: Refund Confirmation: Your chapters.indigo.ca order, OR49263152

Bonjour Julie. Vous trouverez ci-dessous ce message en français.

Dear Julie Snyder,

We are pleased to confirm that the refund you requested for your chapters.indigo.ca order, OR49263152 has been processed. Please allow 2 to 5 business days for the credit to be reflected on your credit card, your INTERAC® account, or in your online account balance.

Date of refund: 14/05/2013
Refund amount: \$61.33

Any plum points associated with returned items will be deducted.

We value your business and hope you will shop with us again.

Sincerely,
Chapters Indigo Online
<http://chapters.indigo.ca>

Questions? Find help at: <http://help.indigo.ca/>
Need Assistance? Get contact information at: <http://help.indigo.ca/app/ask/>

Bonjour Julie Snyder,

Nous avons le plaisir de vous confirmer que le remboursement demandé au sujet de votre commande sur le site chapters.indigo.ca OR49263152 a été traité. Veuillez compter 2 à 5 jours ouvrables pour que le crédit soit appliqué à votre carte de crédit, à votre compte INTERAC(MD) ou à votre compte en ligne.

Date de remboursement : 14/05/2013
Montant du remboursement : 61,33 \$

Les points privilège associés aux articles retournés seront déduits.

Votre fidélité nous est précieuse. Nous espérons que vous continuerez de magasiner chez nous.

Sincères salutations,
Chapters Indigo en ligne
<http://chapters.indigo.ca>

Vous avez des questions? Rendez-vous sur : <http://www.chapters.indigo.ca/communiquezavecnous>

Snyder, Julie

From: chapters.indigo.ca <service@chapters.indigo.ca>
Sent: Wednesday, May 15, 2013 4:36 PM
To: Snyder, Julie
Subject: Shipping Confirmation: Your Chapters-Indigo Order, OR49347431

Bonjour Julie, ce message figure en français ci-dessous.

Dear Julie Snyder,

Thank you for shopping at chapters.indigo.ca - we are pleased to confirm that the item(s) listed below has shipped from your order, OR49347431. Any item(s) remaining in your order will ship as they become available. If you paid for your order by credit card, we are now processing a charge to your card for the shipped item(s).

You can check the status of your order at any time here:

<https://shop.chapters.indigo.ca/OrderLookup/OrderStatusPage.aspx?orderid=151cd95cea3e44caabe31ec337d47874>

ITEM(S) SHIPPED:

- 1. Sketching User Experiences: Getting the Design Right and the Right Design - 1 @ \$35.31
- 2. Design Driven Innovation: Changing the Rules of Competition by Radically Innovating What Things Mean - 1 @ \$23.10

Item(s) Subtotal: \$58.41
 Shipping and Handling: \$0.00
 GST: \$2.92
 =====
TOTAL: \$61.33

Any plum points associated with any remaining items in your order will be awarded when they ship.

SHIPPING INFORMATION:

Your order is shipping by Standard Shipping to:

Jeff Melanson
 The Banff Centre
 Box 1020, Stn 6
 Banff, Alberta T1L1H5
 Canada

RECEIPT/INVOICE -

This e-mail serves as your receipt/invoice so please save it for your records; you will not receive an invoice with your package. You can print a copy of your invoice by signing-in to your Online Account, selecting the Order History link and then clicking the "Request Invoice" button. If you do not have an online account, please contact customer service at <http://help.indigo.ca/app/ask/>.

CANCELLATIONS-

chapters.indigo.ca

INDIGO BOOKS & MUSIC INC.
BLDG 50
100 ALFRED KUEHNE BLVD.
BRAMPTON
ON L6T 4K4 CANADA

6

Ordered By /
Commandé par : Julie Snyder



Received By /
Reçu par :

Jeff Melanson
The Banff Centre
Box 1020, Stn 6
BANFF, AB
T1L 1H5
Canada

Shipping Date Date d'expédition	Shipped Via / Mode d'expédition	P.O. # N° de bon de commande	Order # N° de commande	
Product ID Identification du produit	Description	Shipped Quantity Quantité expédiée	Unit Price Prix unitaire	Extended Price Prix total
05/15/13	Indigo/Canada Post Line Haul		49347431	
9781422124826 9780123740373	Design Driven Innovation: Chan Sketching User Experiences: Ge	1 1		

Telephone / Téléphone:
(800) 832-7569

Email / Courriel:

Please see reverse side for Returns Information.
Veuillez consulter les renseignements sur les retours, au verso.

7 10 11



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LY8KE5

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations 1-888-247-2262
Air Canada Flight Information 1-888-422-7533
<u>International Reservations</u>
Alert me of flight changes <u>Flight notification</u>

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

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8138	Calgary (YYC)	Edmonton International (YEG)	DH3	W	Confirmed
<i>Operated by:</i>	Wed 29-May 2013	Wed 29-May 2013			
<i>Air Canada Express-Jazz</i>	10:30	11:21			
Seat number(s) requested:	1D				
AC192	Edmonton International (YEG)	Ottawa (YOW)	E90	W	Confirmed
	Wed 29-May 2013 12:35	Wed 29-May 2013 18:23			
Seat number(s) requested:	19C				

Passenger Information

Passenger 1

Name: Mr Jeffrey Melanson
Frequent Flyer Pgm: Air Canada Aeroplan

Ticket number: 014 2121 464325
[REDACTED]

Fare Summary

Passenger: 1 Ticket number 014 2121 464325

Date of issue	23-May 2013
Fare Amount in Canadian dollars:	404.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.50
Canada Airport Improvement Fee (SQ)	5.00
Total Fare in Canadian dollars:	31.50A
Options	
Change fee in Canadian dollars	50.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	2.50
Seat selection fee in Canadian dollars	36.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.80
Ticket particularities:	
AC ONLY/NON-REF/CHGE FEE	

***Fare calculation:**

29MAY13YYC AC X/YEA AC YOW Q23.00R381.00CAD404.00 END ROE1.00
 PD7.12CA20.56XG25.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules

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- 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.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed 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 refundable fees.

Important Information & Conditions

This is your E-ticket itinerary/receipt. Keep this document for your travel. Your flight coupons are stored in our reservation system. The Conditions of Contract and other legal notices are provided with this itinerary/receipt.

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Travel Documents

Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the reservation or ticket. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For **air travel between Canada and the United States**, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document such as a Nexus card. Nexus members are required to carry appropriate immigration and identity documents in addition to their Nexus card. In addition, passengers must present this Itinerary/receipt to immigration authorities upon request. For **air travel to a foreign country**, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the [Travel documentation](#) page for important information on documentation required for travel.

YOU CANNOT TRAVEL IF YOU DO NOT HAVE ALL REQUIRED TRAVEL DOCUMENTS, SUCH AS PASSPORT AND VISA (if applicable).

Snyder, Julie

From: Air Canada <confirmation@aircanada.ca>
Sent: Thursday, May 23, 2013 12:31 PM
To: Snyder, Julie
Subject: Air Canada - 28-May: Calgary - Edmonton (booking ref: N4X4JZ)

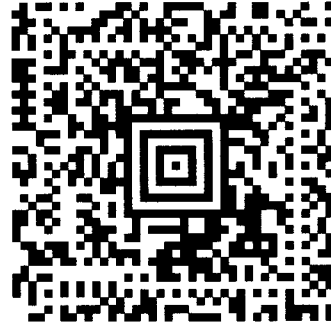
***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

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.



Hotels in Edmonton

From (per night)

\$139 CAD



Coast Edmonton Plaza Hotel:
★★★★★

From (per night)

\$169 CAD



Hampton Inn & Suites by Hilton Edmonton/West:
★★★★★

From (per night)

\$219 CAD



Delta Edmonton Centre Suite Hotel:
★★★★★

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Booking Information

Booking Reference:

N4X4JZ

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

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

Main Contact:
Mr Jeffrey J Melanson

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

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8134 ¹	Calgary (YYC) Tue 28-May 2013 08:30	Edmonton, Edmonton Int'l (YEG) Tue 28-May 2013 09:20	0	0hr50	DH4	Tango, G	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Jeffrey J Melanson : Adult (16+), Ticket Number: 0142121471207

Air Canada -
Aeroplan :

Meal Preference : **None**

Payment Card:

Special Needs: **None**

Seat Selection: **None**

Purchase Summary

Fare Summary

Passenger Type **Adult**

Air Transportation Charges

Departing Flight - Tango **142.00**

Surcharges 12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee 30.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 9.56

Air Travellers Security Charge (ATSC) 7.12

Total airfare and taxes before options (per passenger) **200.68**

Number of passengers 1

Travel Insurance (declined) 0.00

Grand Total - Canadian dollars \$200.68

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx-xxxx Amount paid: **\$200.68**

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

Air Canada: \$200.68 (Airfare - per ticket)

Ticket number(s): 0142121471207

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - **Tango**

9



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: LY8KE5

Name: Mr Jeffrey Melanson
E-mail: [REDACTED]
Form of payment: [REDACTED]

<p>Customer Care Air Canada Reservations 1-888-247-2262 Air Canada Flight Information 1-888-422-7533</p> <p><u>International Reservations</u></p> <p>Alert me of flight changes <u>Flight notification</u></p>
--

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

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC192	Edmonton International (YEG)	Ottawa (YOW)	E90	N	Confirmed
	Wed 29-May 2013 12:35	Wed 29-May 2013 18:23			

Seat number(s) requested: 19C

Passenger Information

Passenger 1

Name: Mr Jeffrey Melanson **Ticket number:** 014 2121 470955
Frequent Flyer Pgm: Air Canada Aeroplan [REDACTED]

Fare Summary

Passenger: 1 Ticket number 014 2121 470955

Date of issue	23-May 2013
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	399.00
Taxes, Fees & Charges	

Combined Taxes *see fare calculation below (XT)

PD

Total Fare in :

No Additional
collection

Options

Seat selection fee in Canadian dollars
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
Change fee in Canadian dollars
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
Ticket particularities:
AC ONLY/NON-REF/CHGE FEE

36.00
1.80
50.00
2.50

***Fare calculation:**

29MAY13YEA AC YOW Q23.00R376.00CAD399.00 END ROE1.00 PD7.12CA
21.56XG25.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules

- 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.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed 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 refundable fees.

Important Information & Conditions

This is your E-ticket itinerary/receipt. Keep this document for your travel. Your flight coupons are stored in our reservation system. The Conditions of Contract and other legal notices are provided with this itinerary/receipt.

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Travel Documents

Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the reservation or ticket. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For **air travel between Canada and the United States**, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document such as a Nexus card. Nexus members are required to carry appropriate immigration and identity documents in addition to their Nexus card. In addition, passengers must present this Itinerary/receipt to immigration authorities upon request. For **air travel to a foreign country**, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the [Travel documentation](#) page for important information on documentation required for travel.

YOU CANNOT TRAVEL IF YOU DO NOT HAVE ALL REQUIRED TRAVEL DOCUMENTS, SUCH AS PASSPORT AND VISA (if applicable).

Secure Flight

For travel to, from or via the United States you are required by the Transportation Security Administration (TSA) to provide full passenger name (as it appears on your travel document), date of birth and gender for each traveller at least 72 hours prior to departure, or at time of booking if you book your flight within 72 hours of departure.

Flight Confirmation

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.



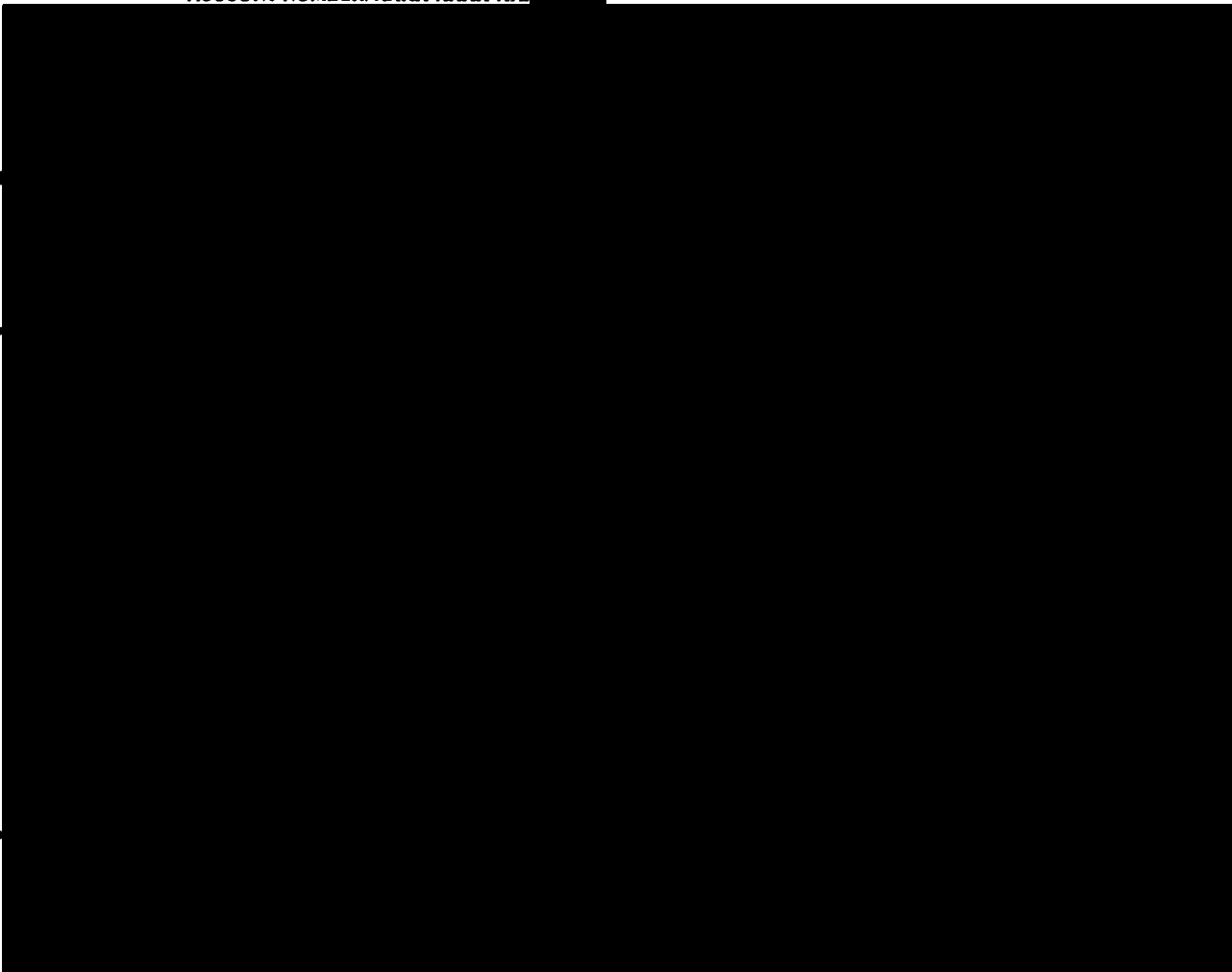
Diners Club : Statement

[Close Window](#)

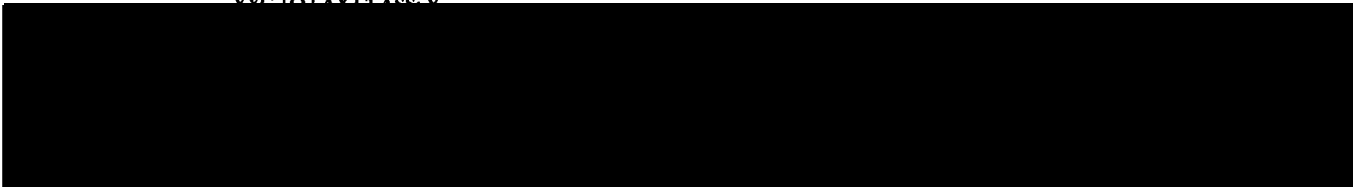
Account Name :	JEFF MELANSON THE BANFF CENTRE	Currency :	CAD
Card Number :	XXXX XXXX XXXX [REDACTED]	Previous Balance :	\$ 0.00
Statement Date :	28-May-2013	Payments :	\$ -61.33
Payment Due Date :	24-Jun-2013	New Transactions :	\$ 4,455.07
		Balance Due :	\$ 4,393.74
		Past Due Balance :	\$ 0.00

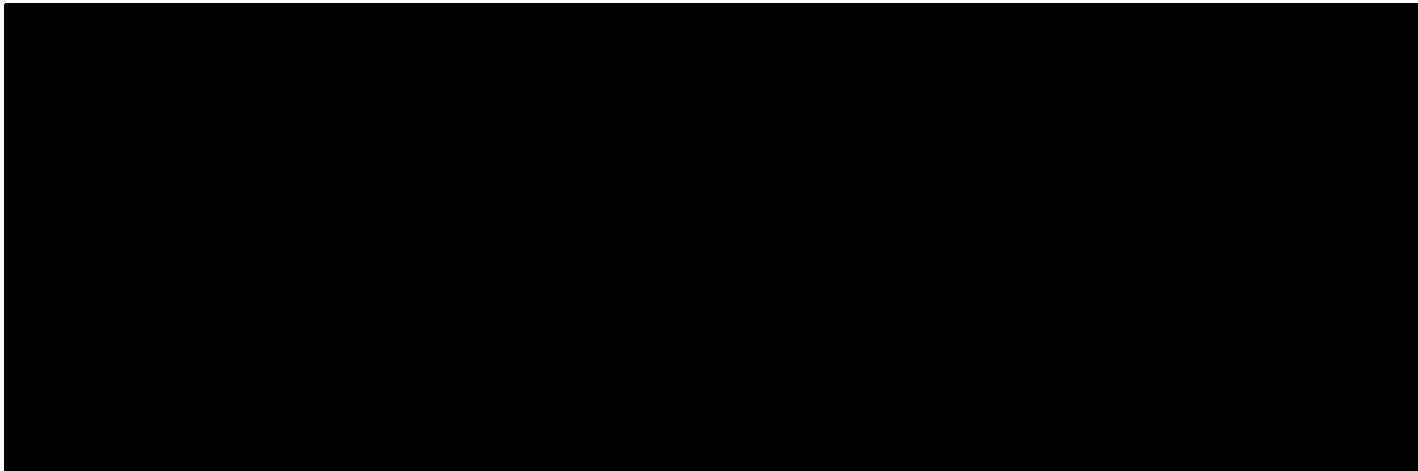
Date	Description	Transaction Amount	Reference Number
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TRANSACTIONS FOR
JEFF MELANSON
ACCOUNT NUMBER: XXXX-XXXX-XX [REDACTED]



26-Apr-2013	AIR CAN,WINNIPEG,MB,CAN NET: 150.00 GST: 7.50 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142120546089 DEPART: 05/12/13 YXC TO LAX CLASS: Y	\$ 157.50	004008125401
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01-May-2013	INDIGO BOOKS & MUSIC,,BRAMPTON,ON,CAN	\$ 61.33 /	800143997611 (2)
03-May-2013	TICKETKING,TORONTO,ON,CAN	\$ 173.50	800153171543
13-May-2013	AMERICAN,TORONTO,ON,CAN USD 105.00 @ 1.012286 INCLUDE FOREIGN TRANSACTION FEE 2.12 PASSENGER: MELANSON/JEFF TICKET: 000123225339200 DEPART: 05/14/13 LAX TO YYC CLASS: G FARE BASIS: GA00IR	\$ 108.41 /	871340367574
14-May-2013	INDIGO BOOKS & MUSIC,,BRAMPTON,ON,CAN	\$ -61.33 /	800139876451
15-May-2013	INDIGO BOOKS & MUSIC,,BRAMPTON,ON,CAN	\$ 61.33 /	800143468468
23-May-2013	AIR CAN,WINNIPEG,MB,CAN NET: 50.00 GST: 2.50 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142121464325 DEPART: 05/29/13 YYC TO YEG CLASS: Y	\$ 52.50	004007099639
23-May-2013	AIR CAN,WINNIPEG,MB,CAN NET: 191.12 GST: 9.56 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142121471207 DEPART: 05/28/13 YYC TO YEG CLASS: G FARE BASIS: G314TGA	\$ 200.68	004008029612
23-May-2013	AIR CAN,WINNIPEG,MB,CAN NET: 50.00 GST: 2.50 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142121470955 DEPART: 05/29/13 YEG TO YOW CLASS: Y	\$ 52.50	004007100247
23-May-2013	AIR CAN,WINNIPEG,MB,CAN NET: 30.00 GST: 1.50 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142121464325 DEPART: 05/29/13 YYC TO YEG CLASS: Y FARE BASIS: W314TPC YEG TO YOW CLASS: Y FARE BASIS: W314TPC	\$ 31.50	004007132323
23-May-2013	AIR CAN,WINNIPEG,MB,CAN NET: 36.00 GST: 1.80 PASSENGER: MELANSON/JEFFREY MR TICKET: 00142121464325 DEPART: 05/29/13 YYC TO YEG CLASS: Y YEG TO YOW CLASS: Y	\$ 37.80	004007099647
	TOTAL PURCHASE CREDITS XXXX-XXXX-XXXX-8308	\$ -61.33	
	TOTAL PURCHASE DEBITS XXXX-XXXX-XXXX-8308	\$ 4,455.07	
	NET: 3,784.82	\$ 0.00	
	GST/HST/TOTAL TAX: 238.70 PST: 26.98	\$ 0.00	