

RECEIVED

OCT 13 2017

EXPENSE CLAIM FORM - President, VP, Board

DATE October 5, 2017

FINANCIAL SERVICES

VENDOR/STAFF# (as applicable) VE-0490

NAME (Claimant/Payee) Janice Price

Position President & CEO

Permanent Mailing Address: [Redacted]

DINERS SEPT 28/17

Itinerary and Purpose of Travel/Expense: diners card claim for business trips to Stratford and Toronto

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	8/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for rental car in Stratford, to attend performances and meetings with [Redacted]	\$ 4.78	\$ 0.22	\$ 5.00
2	8/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for rental car in Stratford, to attend performances and meetings with [Redacted]	\$ 9.56	\$ 0.44	\$ 10.00
3	8/28/2017	Hosting	3610	2100	890900	800		lunch with [Redacted]	\$ 125.05	\$ 2.19	\$ 129.43
4	8/28/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with [Redacted]	\$ 45.00	\$ 1.13	\$ 47.25
5	8/28/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking during trip to Stratford	\$ 83.85	\$ 4.20	\$ 88.05
6	8/29/2017	Hosting (Alcohol)	3611	2100	890900	800		drinks with [Redacted]	\$ 87.60	\$ 4.33	\$ 91.10
7	8/30/2017	Travel-General (Pres,VP)	3101	2100	890900	800		rental car refund from trip to Stratford	\$ (75.47)	\$ -	\$ (75.47)
8	9/8/2017	Travel-Accomm.	3105	2100	890900	800		2 night Toronto hotel stay for meetings with [Redacted]	\$ 972.23	\$ 45.18	\$ 1,020.84
9	9/8/2017	Travel-Meals	3106	2100	890900	800		hotel in room dining: check #2142	\$ 66.32	\$ 2.70	\$ 69.02
10	9/8/2017	Travel-Meals	3106	2100	890900	800		hotel in room dining: check #70543	\$ 5.94	\$ 0.28	\$ 6.22
11	9/8/2017	Travel-Meals	3106	2100	890900	800		hotel in room dining: check #70546	\$ 5.94	\$ 0.28	\$ 6.22
12	9/23/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during meeting with [Redacted]	\$ 33.33	\$ 1.67	\$ 35.00
13			#N/A	2100	890900	800					\$ -
Total Expenses : A											1,432.66

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890900	2100	800		56.71	5.53	62.58
3102	Travel-General (BOG)	890900	2100	800			5.87	
3105	Travel-Accommodation	890900	2100	800		972.23	45.61	1,020.84
3106	Travel-Meals	890900	2100	800		78.20	3.20	81.40
3107	Travel-Incidentals	890900	2100	800				
3610	Hosting	890900	2100	800		127.24	2.19	129.43
3611	Hosting (Alcohol)	890900	2100	800		192.00	5.75	198.35
8132	Travel Advance	890900	2100	800		132.67	5.60	
	Other1	890900	2100	800				
	Other2	890900	2100	800				
	Other3	890900	2100	800				
Total						1,364.13	68.53	1,432.66

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 1,432.66

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.

Return to Requestor (RTR)	Mail to Claimant
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	

**EXPENSE CLAIM FORM - President, VP, Board**

DATE November 22, 2017

NOV 22 2017

VENDOR/STAFF# (as applicable) **VE-0490**

NAME **Janice Price**

Position **President & CEO**

Permanent Mailing Address: 101 St Julien Road, Banff, Alberta, T1L 1H5

Itinerary and Purpose of Travel/Expense: cash claim for local business and trips to NY, Toronto, Edmonton, Vancouver

Rept no	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	8/13/2017	Travel-General (Pres,VP)	3101	2100	890900	800		NY taxi from hotel to Spencer Stuart interviews (US\$25.00 x 1.2574792437)	\$ 31.69	\$ -	\$ 31.69
2	9/6/2017	Hosting	3610	2100	890900	800		lunch with [REDACTED]	\$ 77.36	\$ -	\$ 77.36
3	9/6/2017	Hosting (Alcohol)	3611	2100	890900	800		lunch with [REDACTED]	\$ 36.00	\$ 1.80	\$ 37.80
4	9/6/2017	Other1	3451	2100	890900	800		iPad keyboard to work more efficiently	\$ 216.76	\$ 10.03	\$ 226.79
5	9/29/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary taxi from hotel to attend NMC performance	\$ 10.00	\$ -	\$ 10.00
6	10/2/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking during business trip to Edmonton	\$ 25.36	\$ -	\$ 25.36
7	10/6/2017	Travel-General (Pres,VP)	3101	2100	890900	800		train fare during business trip to Toronto	\$ 14.35	\$ -	\$ 14.35
8	10/19/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary taxi to attend meeting with Anne McGrath	\$ 7.00	\$ -	\$ 7.00
9	10/25/2017	Travel-Meals	3106	2100	890900	800		lunch during business trip to NY (US\$9.13 x 1.2798004945)	\$ 11.68	\$ -	\$ 11.68
10	10/26/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Vancouver taxi from hotel to attend dinner with Philippe Tortell	\$ 10.00	\$ -	\$ 10.00
11	11/17/2017	Travel-Meals	3106	2100	890900	800		dinner during business trip to Toronto	\$ 11.24	\$ -	\$ 11.24
12	11/20/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Toronto taxi from hotel to attend Gillet Prize Gala	\$ 10.00	\$ -	\$ 10.00
13			#N/A	2100							\$ -
14			#N/A	2100							\$ -
15			#N/A	2100							\$ -
<b>Total Expenses : A</b>											<b>473.29</b>

GL Code Summary								
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres,VP)	890900	2100	800		108.40	-	108.40
3102	Travel-General (BOG)	890900	2100	800		-	-	-
3105	Travel-Accommodation	890900	2100	800		-	-	-
3106	Travel-Meals	890900	2100	800		22.92	-	22.92
3107	Travel-Incidentals	890900	2100	800		-	-	-
3610	Hosting	890900	2100	800		77.36	-	77.36
3611	Hosting (Alcohol)	890900	2100	800		36.00	1.80	37.80
6132	Travel Advance	890900	2100	800		-	-	-
3451	Other1	890900	2100	800		216.76	10.03	226.79
	Other2	890900	2100	800		-	-	-
	Other3	890900	2100	800		-	-	-
<b>ENTERED NOV 29 2017</b>								
<b>Total</b>						<b>461.48</b>	<b>11.81</b>	<b>473.29</b>

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 473.29

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



Return to Requestor (RTR)	V	Mail to Claimant
Requestor Name (if RTR)	[REDACTED]	
Requestor Dept (if RTR)	[REDACTED]	
Prepared by (if not claimant)	[REDACTED]	



DINERS OCT 28/17 4353

NOV 21 2017

NOV 22 2017

**EXPENSE CLAIM FORM - President, VP, Board**

DATE November 7 2017

VENDOR/STAFF# (as applicable)

NAME (Claimant/Payee)

Janice Price

Position

President & CEO

Permanent Mailing Address:

Itinerary and Purpose of Travel/Expense: diners card claim for local business and trips to Edmonton, Toronto, NY and Vancouver

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	9/28/2017	Travel-General (Pres VP)	3101	2100	890900	800		Edmonton taxi from airport to hotel for COPPOA meeting	\$ 63.25	\$ -	\$ 63.25
2	9/29/2017	Travel-Accomm	3105	2100	890900	800		1 night Edmonton hotel stay for COPPOA meeting	\$ 287.62	\$ 14.38	\$ 302.00
3	9/29/2017	Travel-Meals	3106	2100	890900	800		Edmonton hotel meal	\$ 55.43	\$ -	\$ 55.43
4	9/29/2017	Travel-General (Pres VP)	3101	2100	890900	800		Edmonton taxi from hotel to airport after COPPOA meeting	\$ 72.00	\$ -	\$ 72.00
5	9/29/2017	Travel-General (Pres VP)	3101	2100	890900	800		Calgary Airport Parking while in Edmonton for COPPOA meeting	\$ 37.95	\$ 1.90	\$ 39.85
6	9/30/2017	Travel-General (Pres VP)	3101	2100	890900	800		gas for President's car for local business and trips to Calgary	\$ 99.91	\$ 5.00	\$ 104.91
7	10/1/2017	Travel-Accomm	3105	2100	890900	800		1 night Calgary hotel stay for NMC performance	\$ 247.09	\$ 11.94	\$ 259.03
8	10/2/2017	Travel-General (Pres VP)	3101	2100	890900	800		Calgary Airport Parking while in Edmonton for [redacted] Memorial	\$ 27.95	\$ 1.40	\$ 29.35
9	10/5/2017	Travel-Accomm	3105	2100	890900	800		1 night Calgary hotel stay for the Calgary Opera Gala for [redacted]	\$ 291.37	\$ 14.01	\$ 305.38
10	10/6/2017	Other	3740	2100	854020	800		Club Rewards Fee	\$ 99.00	\$ -	\$ 99.00
11	10/6/2017	Travel-General (Pres VP)	3101	2100	890900	800		Calgary Airport Parking while in Toronto for various meetings	\$ 70.86	\$ 3.54	\$ 74.40
12	10/7/2017	Travel-Accomm	3105	2100	890900	800		2 night Toronto hotel stay for a CAS Steering Committee meeting as well as meetings with donors and stakeholders	\$ 631.96	\$ 31.60	\$ 663.56
13	10/7/2017	Travel-Meals	3106	2100	890900	800		Toronto hotel meal	\$ 72.67	\$ -	\$ 72.67
14	10/7/2017	Travel-Meals	3106	2100	890900	800		Toronto hotel meal	\$ 22.01	\$ -	\$ 22.01
15	10/7/2017	Travel-General (Pres VP)	3101	2100	890900	800		gas for President's car for local business and trips to Calgary	\$ 91.98	\$ 4.60	\$ 96.58
16	10/19/2017	Travel-General (Pres VP)	3101	2100	890900	800		Calgary parking for meeting with [redacted]	\$ 10.71	\$ 0.54	\$ 11.25
17	10/22/2017	Travel-Meals	3106	2100	890900	800		bottle of water at Park Lane Hotel (US\$1.00)	\$ 1.30	\$ -	\$ 1.30
18	10/23/2017	Travel-General (Pres VP)	3101	2100	890900	800		NY taxi from airport to hotel for a Consul General Reception, the Council for Canadian American Relations Gala Dinner, and meetings with various stakeholders (US\$45.00)	\$ 58.30	\$ -	\$ 58.30
19	10/23/2017	Travel-Accomm	3105	2100	890900	800		1 night Calgary airport hotel stay for early morning flight to NY	\$ 223.47	\$ 11.17	\$ 234.64
20	10/23/2017	Travel-Meals	3106	2100	890900	800		Calgary airport hotel meal	\$ 28.00	\$ 1.40	\$ 29.40
21	10/24/2017	Hosting	3610	2100	890900	800		NY lunch with [redacted] (USD\$71.04)	\$ 93.30	\$ -	\$ 93.30
22	10/24/2017	Hosting (Alcohol)	3611	2100	890900	800		NY lunch with [redacted] (USD\$16)	\$ 22.92	\$ -	\$ 22.92
23	10/24/2017	Travel-General (Pres VP)	3101	2100	890900	800		NY taxi from hotel to the Council for Canadian American Relations Gala Dinner (US\$6.96)	\$ 9.08	\$ -	\$ 9.08
24	10/25/2017	Travel-General (Pres VP)	3101	2100	890900	800		Vancouver taxi from airport to hotel for various meetings at UBC's Peter Wall Institute	\$ 40.00	\$ -	\$ 40.00
25	10/25/2017	Travel-General (Pres VP)	3101	2100	890900	800		NY taxi from hotel to airport to depart for Vancouver (US\$43.86)	\$ 57.24	\$ -	\$ 57.24
26	10/26/2017	Travel-General (Pres VP)	3101	2100	890900	800		Vancouver taxi from hotel to restaurant for dinner with [redacted]	\$ 32.50	\$ -	\$ 32.50
<b>Total Expenses : A</b>											<b>2,849.35</b>

GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code	NET Amount	GST	Total Amount
3101	Travel-General (Pres VP)	890900	2100	800		671.73	16.98	688.71
3102	Travel-General (BOG)	890900	2100	800				
3105	Travel-Accommodation	890900	2100	800		1,681.51	83.14	1,764.61
3106	Travel-Meals	890900	2100	800		179.41	14.00	180.81

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 2,849.35

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.





**EXPENSE CLAIM FORM - President, VP, Board**

DATE DEC - 7 2017  
December 5, 2017

VENDOR/STAFF# (as applicable) VE-0496

NAME (Claimant/Payee)

Janice Price

DINERS

Position

President & CEO

Permanent Mailing Address: [REDACTED]

Itinerary and Purpose of Travel/Expense: diners card claim for local business and trips to NY, Vancouver, Toronto, Ottawa

NOV 28/17

Rcpt no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Description and Reason	NET Amount	GST Amount	Total Amount
1	10/25/2017	Travel-Accomm.	3105	2100	890900	800		2 night NY hotel stay for meetings with various stakeholders (USD\$768.17)	\$ 1,015.60	\$ -	\$ 1,015.60
2	10/25/2017	Travel-Meals	3106	2100	890900	800		hotel meal while in NY - check #0034263 (USD\$38.51)	\$ 49.61	\$ -	\$ 49.61
3	10/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Vancouver taxi from airport to hotel for various meetings at UBC's Peter Wall Institute	\$ 43.00	\$ -	\$ 43.00
4	10/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking while away in NY and Vancouver	\$ 119.95	\$ 6.00	\$ 125.95
5	10/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 106.25	\$ 5.31	\$ 111.56
6	10/27/2017	Hosting	3610	2100	890900	800		Lunch with [REDACTED]	\$ 166.46	\$ 7.00	\$ 173.46
7	10/27/2017	Travel-Meals	3106	2100	890900	800		room service during 1 night Vancouver hotel stay for various meetings at UBC's Peter Wall Institute	\$ 37.03	\$ -	\$ 37.03
8	10/28/2017	Travel-Accomm.	3105	2100	890900	800		1 night Vancouver hotel stay	\$ 287.83	\$ 12.97	\$ 300.80
9	11/6/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 19.05	\$ 0.95	\$ 20.00
10	11/7/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 19.05	\$ 0.95	\$ 20.00
11	11/7/2017	Travel-General (Pres,VP)	3101	2100	890900	800		taxi from coaching course to Writer's Trust Gala	\$ 113.50	\$ -	\$ 113.50
12	11/7/2017	Travel-General (Pres,VP)	3101	2100	890900	800		taxi from Writer's Trust Gala back to hotel near coaching course	\$ 104.43	\$ -	\$ 104.43
13	11/8/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 19.05	\$ 0.95	\$ 20.00
14	11/8/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 11.90	\$ 0.60	\$ 12.50
15	11/9/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 19.05	\$ 0.95	\$ 20.00
16	11/10/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking while away at coaching course	\$ 119.95	\$ 6.00	\$ 125.95
17	11/10/2017	Travel-Accomm.	3105	2100	890900	800		5 night Toronto hotel stay during coaching course	\$ 912.08	\$ 45.60	\$ 957.68
18	11/10/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for rental car during coaching course	\$ 39.64	\$ 1.94	\$ 41.62
19	11/10/2017	Travel-General (Pres,VP)	3101	2100	890900	800		rental car during coaching course	\$ 299.51	\$ 14.98	\$ 314.49
20	11/10/2017	Travel-General (Pres,VP)	3101	2100	890900	800		parking during coaching course	\$ 16.67	\$ 0.83	\$ 17.50
21	11/11/2017	Travel-General (Pres,VP)	3101	2100	890900	800		flight to Toronto for various stakeholder meetings (change fee)	\$ 75.00	\$ 3.75	\$ 78.75
22	11/11/2017	Travel-General (Pres,VP)	3101	2100	890900	800		flight to Toronto for various stakeholder meetings	\$ 121.00	\$ 6.05	\$ 127.05
23	11/12/2017	Travel-General (Pres,VP)	3101	2100	890900	800		gas for President's car, for local business and trips to Calgary	\$ 91.90	\$ 4.59	\$ 96.49
24	11/14/2017	Hosting	3610	2100	890900	800		Lunch with [REDACTED]	\$ 76.45	\$ -	\$ 76.45
25	11/14/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking while away in Toronto	\$ 83.86	\$ 4.19	\$ 88.05
26	11/15/2017	Travel-Accomm.	3105	2100	890900	800		2 night Toronto hotel stay for meetings with various stakeholders	\$ 634.20	\$ 29.36	\$ 663.56
27	11/15/2017	Travel-Meals	3106	2100	890900	800		hotel meal while in Toronto (check # 2138)	\$ 72.67	\$ -	\$ 72.67
28	11/15/2017	Travel-Meals	3106	2100	890900	800		hotel meal while in Toronto (check #2321)	\$ 54.72	\$ -	\$ 54.72
29	11/18/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Metrolinx card top up for travel in Toronto	\$ 100.00	\$ -	\$ 100.00
30	11/21/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Ottawa taxi from airport to the Economic Club	\$ 36.90	\$ -	\$ 36.90
31	11/21/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Calgary airport parking while away in Toronto and Ottawa	\$ 111.81	\$ 5.59	\$ 117.40
32	11/21/2017	Travel-General (Pres,VP)	3101	2100	890900	800		Ottawa taxi from Economic Club to airport	\$ 41.77	\$ -	\$ 41.77

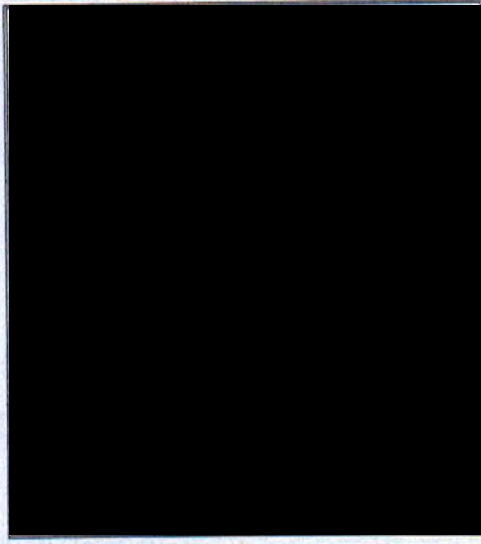


33	11/22/2017	Travel-Accomm	3105	2100	890900	800	3 night Toronto hotel stay for meetings with various stakeholders and to attend the Giller Prize Gala	\$ 951.30	\$ 44.04	\$ 995.34
34	11/23/2017	Travel-General (Pres,VP)	3101	2100	890900	800	gas for President's car, for local business and trips to Calgary	\$ 87.67	\$ 4.38	\$ 92.05
35	11/27/2017	Travel-General (Pres,VP)	3101	2100	890900	800	parking during the Fichtner Holiday Party	\$ 36.00	\$ -	\$ 36.00
36			#N/A	2100						\$ -
37			#N/A	2100					197.24	\$ -
<b>Total Expenses : A</b>										<b>6,301.88</b>

GL Code Summary								NET Amount	GST	Total Amount
GL	Expense Type	Cost Centre	Fund	Activity Type	Activity Code					
3101	Travel-General (Pres,VP)	890900	2100	800			1,835.91	68.05	1,904.96	
3102	Travel-General (BCG)	890900	2100	800			1,843.31	61.62		
3105	Travel-Accommodation	890900	2100	800		3804.36	3,801.01	181.87	3,982.88	
3106	Travel-Meals	890900	2100	800			214.03	128.62	214.03	
3107	Travel-Incidentals	890900	2100	800			-	-	-	
3610	Hosting	890900	2100	800			242.91	7.00	249.91	
3611	Hosting (Alcohol)	890900	2100	800			-	-	-	
6132	Travel Advance	890900	2100	800			-	-	-	
	Other1	890900	2100	800			-	-	-	
	Other2	890900	2100	800			-	-	-	
	Other3	890900	2100	800			-	-	-	
<b>Total</b>							<b>6,094.86</b>	<b>207.02</b>	<b>6,301.88</b>	

Travel Advance	B	
Balance Due to Claimant	A-B	\$ 6,301.88

If Travel Advance exceeds expenses and the Centre is to be reimbursed, please attach top copy of cheque or the cash posting to this claim.



Return to Requestor (RTR)	Mail to Claimant
Requestor Name (if RTR)	
Requestor Dept (if RTR)	
Prepared by (if not claimant)	