

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Estelle Lo
Vice President, Finance and Administration
June 1, 2015 to July 31, 2015

1) Travel expenses

* "Transportation" includes airfare, public transportation, taxis, parking, mileage per diem, and fuel

** "Incidentals" includes registration fees, telephone calls, internet charges, etc

*** "Recovery" refers to reimbursements from external parties

Travel Date(s)	Destination	Purpose	Transportation*	Accommodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
Apr 14 - 19, 2015	Edmonton, Kamloops, Vancouver	Business Meetings & Attend Conference	800.06	390.99	75.00	282.50	-	-	1,548.55
May 7 - 8, 2015	Edmonton	Business Meetings	153.60	242.64	50.00	10.00	-	-	456.24
May 10 - 12, 2015	Edmonton	Business Meetings	153.60	485.28	60.00	10.00	-	-	708.88
May 4 - 5, 2015	Edmonton	Business Meetings	153.60	242.64	25.00	10.00	82.50	-	513.74
May 13 - 15, 2015	Edmonton	Business Meetings	153.60	485.28	100.00	10.00	-	-	748.88
May 25, 2015	St. Albert, Edmonton	Business Meetings	139.20	-	-	-	-	-	139.20
May 27 - 29, 2015	Edmonton	Business Meetings	184.60	485.28	50.00	20.00	-	-	739.88
Jun 2 - 5, 2015	Edmonton, Lethbridge	Business Meetings	637.01	557.80	100.00	20.00	-	-	1,314.81
			\$ 2,375.27	\$ 2,889.91	\$ 460.00	\$ 362.50	\$ 82.50	\$ -	\$ 6,170.18

Receipts for the respective expenses are attached. The balance represents per diem payments that are not receipted.
Please refer to the "Travel and Expense Claim Policy" for per diem rates. <http://ous.athabascau.ca/policy/finance/travelexpenseclaimpolicy.htm>

Fwd: COWFLOP Registration

3/10/2015, 3:44:55 PM

From: elo@athabascau.ca

To: cherylf@athabascau.ca

Estelle Lo
Vice President, Finance and Administration
Athabasca University
1 University Drive
Athabasca, AB T9S 3A3

Phone: (780) 675-6909
Email: elo@athabascau.ca

----- Forwarded Message -----
From: "COWFLOP Registration" <noreply@tru.ca>
To: "Estelle Lo" <elo@athabascau.ca>
Sent: Tuesday, March 10, 2015 3:44:19 PM GMT -07:00 US/Canada Mountain
Subject: COWFLOP Registration

Dear Estelle Lo:

Thank you for registering.

Total Fees: 262.50
GST number: 118838531

Payment by Visa Card
Ending in 4512

If you have any further questions, please contact us at tcarmichael@tru.ca .

--
This communication is intended for the use of the recipient to whom it is addressed, and may contain confidential, personal, and or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communications received in error, or subsequent reply, should be deleted or destroyed.

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27598860
 Guest Number : 966871
 Folio ID : A
 Arrive Date : 14-APR-15 12:52
 Depart Date : 15-APR-15 06:51
 No. Of Guest : 1
 Room Number : 1046

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 15-APR-15 07:00 SUFISAK

Date	Reference	Description	Charges (CAD)	Credits (CAD)
14-APR-15	RT1046	Room Charge	189.00	
14-APR-15	RT1046	GST	9.73	
14-APR-15	RT1046	DMF	5.67	
14-APR-15	RT1046	Tourism Levy	7.79	
14-APR-15	RT1046	Parking Self	29.00	
14-APR-15	RT1046	GST	1.45	
15-APR-15	AX	American Express		-242.64
		** Total	242.64	-242.64
		*** Balance	-0.00	

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Sup archefs(TM) to make kids and parents happy. Learn more at westin.com/eatwell

Continued on the next page

Your booking is confirmed. Booking reference: **LK8QNV**

An email booking confirmation has been sent to:

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

Passengers Ms Si-fong Lo

Flight	From	To	Departure	Arrival
AC239	Edmonton (YEG)	Kamloops (YKA)	10:15	14:16
AC8194	- Connection in Vancouver -			
AC8179	Kamloops (YKA)	Vancouver (YVR)	17:45	18:38
			Thu 16-Apr 2015	Thu 16-Apr 2015
AC202	Vancouver (YVR)	Edmonton (YEG)	07:00	11:21
AC8138	- Connection in Calgary -			
			Sun 19-Apr 2015	Sun 19-Apr 2015

Air Transp. Charges	450.00
Options	0.00
Taxes, fees and charges	100.46
Travel Insurance	Purchase travel insurance
Grand Total	\$550.46
Canadian dollars	

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.



Booking Information



Booking Reference: **LK8QNV**

Customer Care

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

Air Canada
1-888-247-2262

Main Contact:
Ms Si-fong Lo

Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC239	Edmonton, Edmonton Int'l (YEG)	Vancouver, Vancouver Int'l (YVR)	0	5hr01	E90	Flex, G	
	Wed 15-Apr 2015 10:15	Wed 15-Apr 2015 10:53 - Terminal M					
AC8194 ¹	Vancouver, Vancouver Int'l (YVR)	Kamloops (YKA)	0		DH3	Flex, G	
	Wed 15-Apr 2015 13:25 - Terminal M	Wed 15-Apr 2015 14:16					
AC8179 ¹	Kamloops (YKA)	Vancouver, Vancouver Int'l (YVR)	0	0hr53	DH3	Tango, A	
	Thu 16-Apr 2015 17:45	Thu 16-Apr 2015 18:38 - Terminal M					
AC202	Vancouver, Vancouver Int'l (YVR)	Calgary (YYC)	0	3hr21	E90	Tango, L	
	Sun 19-Apr 2015 07:00 - Terminal M	Sun 19-Apr 2015 09:26					
AC8138 ¹	Calgary (YYC)	Edmonton, Edmonton Int'l (YEG)	0		DH3	Tango, L	
	Sun 19-Apr 2015 10:30	Sun 19-Apr 2015 11:21					



COAST
kamloops hotel &
conference centre

1250 Rogers Way
Kamloops, BC V1S 1N5
Phone: (250) 828-6660
Fax: (250) 828-6698
Toll Free: 1 - 800 - 665 - 6674

Ms Estelle Lo
1 University Drive
ATHABASCA AB T9S 3A3
CANADA

Receipt

Invoice date 4/16/2015
Our reference CKH-FC101086 /
GST Number

Guest	Ms Estelle Lo	Arrival 4/15/2015	Departure 4/16/2015	Room 343	
Date	Description	Ref.	Quantity	Unit Price	Total (CAD)
4/15/2015	Room Charge		1	129.00	129.00
4/15/2015	GST Taxes		1	6.45	6.45
4/15/2015	Municipal Room Tax		1	2.58	2.58
4/15/2015	PST Room tax		1	10.32	10.32
Total Invoice					148.35
4/16/2015	AX ****1000 Auth: 525145				-148.35
Total Paid					-148.35
Total Due					0.00

Total GST 6.45
Total PST (Room)
Total PST (Other)

I agree that my liability for any charges incurred by me is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of the full amount of these charges. Interest will be charged on any overdue balance.

Signature X _____

Coast Kamloops Hotel & Conference Centre - GST number 127212819

For reservations: www.coasthotels.com or 1-800-665-6674

KAMI CABS 028
1140C HALSTON V2B6L3
KAMLOOPS BC
932326634710
GH2268189001

**** PURCHASE ****

04-16-2015 16:43:24
Acct # *****1000 C
Exp Date **/** Card Type AM
Name: SIFONG LO
A000000025010801
AMERICAN EXPRESS

Trace # 2700 Operator 5662
Inv. # 2797
Auth # 858399 RRN 001736008

Total \$36.00

(00) APPROVED-THANK YOU

Retain this copy for your
records
Customer copy

AIRPORT TAXI SERVICE
4608 101 ST. (7809907070)
EDMONTON, AB
T6E 5G9

Term ID: 05212933

Purchase

XXXXXXXXXXXX1000

AMEX

Entry Method: C

Invoice #: 134

Total: \$ 60.00

2015/04/19

12:02:27

Seq #: 0010120120

Appr Code: 842026

Resp Code: 00/025

AMERICAN EXPRESS
A000000025010801
4B C1 DF A2 E7 BD A7 BE
5B 00 00 00 00
F8 00
A0 BC 9D E3 58 CB 87 65

APPROVED
Thank You

Customer Copy

- IMPORTANT -
retain this copy for your records

GST #2662 9099 RT0001

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27603954
 Guest Number : 978372
 Folio ID : A
 Arrive Date : 07-MAY-15 17:27
 Depart Date : 08-MAY-15 13:47
 No. Of Guest : 1
 Room Number : 1049
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 08-MAY-15 13:50 JENNSOL1

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-MAY-15	RT1049	Room Charge	189.00	
07-MAY-15	RT1049	GST	9.73	
07-MAY-15	RT1049	Destination Marketing Fee	5.67	
07-MAY-15	RT1049	Tourism Levy	7.79	
07-MAY-15	RT1049	Parking Self	29.00	
07-MAY-15	RT1049	GST	1.45	
08-MAY-15	111	Share Restaurant	1.25	
08-MAY-15	176	Share Restaurant	18.88	
08-MAY-15	AX	American Express		-262.69
** Total			262.69	-262.69
*** Balance			-0.00	

FUEL YOUR BODY - It's easy to maintain a healthy lifestyle on the road. Our extensive SuperFoodsRx(TM) menu features nutrient-rich, delicious dishes that fuel your body and give you the focused energy you need. Discover dishes to supercharge your day at westin.com/eatwell

Continued on the next page

999

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 262.69 +
 1.25 -
 18.88 -
 242.64 *

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 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27604449
 Guest Number : 896575
 Folio ID : A
 Arrive Date : 10-MAY-15 15:49
 Depart Date : 11-MAY-15 05:52
 No. Of Guest : 1
 Room Number : 549
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton 11-MAY-15 06:00 SONISIN3

Date	Reference	Description	Charges (CAD)	Credits (CAD)
10-MAY-15	RT549	Room Charge	189.00	
10-MAY-15	RT549	GST	9.73	
10-MAY-15	RT549	Destination Marketing Fee	5.67	
10-MAY-15	RT549	Tourism Levy	7.79	
10-MAY-15	RT549	Parking Self	29.00	
10-MAY-15	RT549	GST	1.45	
11-MAY-15	AX	American Express		-242.64
		** Total	242.64	-242.64
		*** Balance	-0.00	

FUEL YOUR BODY - It's easy to maintain a healthy lifestyle on the road. Our extensive SuperFoodsRx(TM) menu features nutrient-rich, delicious dishes that fuel your body and give you the focused energy you need. Discover dishes to supercharge your day at westin.com/eatwell

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The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27604520
 Guest Number : 978900
 Follo ID : A
 Arrive Date : 11-MAY-15 05:54
 Depart Date : 12-MAY-15 15:10
 No. Of Guest : 2
 Room Number : 549
 Club Account :

Copy Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 15-MAY-15 11:17 TAZMBI

Date	Reference	Description	Charges (CAD)	Credits (CAD)
11-MAY-15	RT549	Room Charge	189.00	
11-MAY-15	RT549	GST	9.73	
11-MAY-15	RT549	Destination Marketing Fee	5.67	
11-MAY-15	RT549	Tourism Levy	7.79	
11-MAY-15	RT549	Parking Self	29.00	
11-MAY-15	RT549	GST	1.45	
12-MAY-15	12:25:36	7809388040 0:01	1.57	
12-MAY-15	AX	American Express		-244.21
** Total			244.21	244.21
*** Balance			-0.00	

WESTIN FINDS FROM AFAR - Delve deeper into your destination with a curated selection of hidden gems and off-the-beaten-path experiences right by your hotel, all with a Westin point of view. Discover more at westin.com/FindsfromAFAR

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244.21 +

1.57 -

000

242.64 *

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



Estelle Lo

Page Number : 1 invoice Nbr : 27603124
 Guest Number : 976618
 Follo ID : A
 Arrive Date : 04-MAY-15 19:47
 Depart Date : 05-MAY-15 18:41
 No. Of Guest : 1
 Room Number : 1249
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton 05-MAY-15 18:50 GRAHLEG

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-MAY-15	RT1249	Room Charge	189.00	
04-MAY-15	RT1249	GST	9.73	
04-MAY-15	RT1249	DMF	5.67	
04-MAY-15	RT1249	Tourism Levy	7.79	
04-MAY-15	RT1249	Parking Self	29.00	
04-MAY-15	RT1249	GST	1.45	
05-MAY-15	1653	Share Restaurant	<53.25>	
05-MAY-15	1788	Share Restaurant	<29.25>	
05-MAY-15	AX	American Express		-325.14
		** Total	325.14	-325.14
		*** Balance	0.00	

REST EASY - Nothing recharges mind and body like sound sleep. Experience superior rest at home with the Westin Heavenly(R) Bed, a revitalizing retreat for the sleep of your dreams. Learn more at westin.com/store

Continued on the next page

0 • C

999

325.14 +
 53.25 -
 29.25 -
 242.64 *

THE WESTIN EDMONTON
Share Restaurant
GST# 861336493RT005

213 Pinky

29/1 1653 GST 2
05MAY'15 7:44AM

1 Ham Eggs 17.00
Over Easy
Bacon
Rye
NO
HASHBROWNS
* SPEC PREP *
SUBB SLICED TOMATO
* SPEC PREP *
1 EW Spnch Omlette 17.00
Rye
2 Coffee @ 5.50 11.00
FOOD 45.00
Tax 2.25
Total Due \$47.25

Gratuity: 6.00
Total: 53.25

Room # _____

Name Print _____

Signature _____

Checkout folio emailed? _____

THE WESTIN EDMONTON
Share Restaurant
GST# 861336493RT005

210 Don

18/1 1788 GST 2
05MAY'15 2:11PM

2 Tazo Tea @ 5.50 11.00
Calamari 14.00
FOOD 25.00
Tax 1.25
Total Due \$26.25

Gratuity: 3.00

Total: 29.25

Room # _____

Name Print _____

Signature _____

Checkout folio emailed? _____

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Estelle Lo

Page Number : 1 Invoice Nbr : 27605245
 Guest Number : 896577
 Folio ID : A
 Arrive Date : 13-MAY-15 15:35
 Depart Date : 15-MAY-15 16:05
 No. Of Guest : 1
 Room Number : 1246
 Club Account : SPG - Pxxxxxxx3140

Copy Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton 29-MAY-15 11:03 JENNSOL1

Date	Reference	Description	Charges (CAD)	Credits (CAD)
13-MAY-15	RT1246	Room Charge	189.00	
13-MAY-15	RT1246	GST	9.73	
13-MAY-15	RT1246	Destination Marketing Fee	5.67	
13-MAY-15	RT1246	Tourism Levy	7.79	
13-MAY-15	RT1246	Parking Self	29.00	
13-MAY-15	RT1246	GST	1.45	
14-MAY-15	774	Share Restaurant	1.25	
14-MAY-15	RT1246	Room Charge	189.00	
14-MAY-15	RT1246	GST	9.73	
14-MAY-15	RT1246	Destination Marketing Fee	5.67	
14-MAY-15	RT1246	Tourism Levy	7.79	
14-MAY-15	RT1246	Parking Self	29.00	
14-MAY-15	RT1246	GST	1.45	
15-MAY-15	AX	American Express		-486.53
		** Total	486.53	-486.53
		*** Balance	0.00	

Continued on the next page

< 1.25 >

 485.28 .

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6N-1C2
780-462-3456

Term Id:45024124782604
Item #:0390
AMERICAN EXPRESS
PURCHASE
Op Id:210520
Card #:XXXXXXXXXXXX1000

AID:A000000025010001

APPROVED

AMOUNT CAD\$14.50

No signature required

I agree to pay above total,
as per cardholder or merchant
agreement. Retain this copy
for your records.

Ref. #: C
Auth. #: 859720
Resp. Code: 00
TUR: 000000000
TSI: F800

BOOK ON LINE AT EDHTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2015/05/27 Time: 15:49:45
Response: AUTH 859720

MERCHANT COPY

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6N-1C2
780-462-3456

Term Id:4502412478289
Item #:1018
AMERICAN EXPRESS
PURCHASE
Op Id:462764
Card #:XXXXXXXXXXXX1000

AID:A000000025010001

APPROVED

AMOUNT CAD\$16.50

Ref. #: C
Auth. #: 864566
Resp. Code: 00
TUR: 000000000
TSI: F800

BOOK ON LINE AT EDHTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2015/05/27 Time: 16:13:41
Response: AUTH 864566

MERCHANT COPY

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



Estelle Lo
 Caubo

Page Number : 1 Invoice Nbr : 27608430
 Guest Number : 985572
 Follo ID : A
 Arrive Date : 27-MAY-15 15:56
 Depart Date : 29-MAY-15 15:25
 No. Of Guest : 1
 Room Number : 1046
 Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 29-MAY-15 15:30 ANDRBENS

Date	Reference	Description	Charges (CAD)	Credits (CAD)
27-MAY-15	RT1046	Room Charge	189.00	
27-MAY-15	RT1046	GST	9.73	
27-MAY-15	RT1046	Destination Marketing Fee	5.67	
27-MAY-15	RT1046	Tourism Levy	7.79	
27-MAY-15	RT1046	Parking Self	29.00	
27-MAY-15	RT1046	GST	1.45	
28-MAY-15	RT1046	Room Charge	189.00	
28-MAY-15	RT1046	GST	9.73	
28-MAY-15	RT1046	Destination Marketing Fee	5.67	
28-MAY-15	RT1046	Tourism Levy	7.79	
28-MAY-15	RT1046	Parking Self	29.00	
28-MAY-15	RT1046	GST	1.45	
29-MAY-15	AX	American Express		-485.28
** Total			485.28	-485.28
*** Balance			0.00	

WESTIN FINDS FROM AFAR - Delve deeper into your destination with a curated selection of hidden gems and off-the-beaten-path experiences right by your hotel, all with a Westin point of view. Discover more at westin.com/FindsfromAFAR

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The Westin Edmonton
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Canada
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WESTIN®

HOTELS & RESORTS

Estelle Lo

Page Number : 1 Invoice Nbr : 27609415
Guest Number : 979403
Folio ID : A
Arrive Date : 02-JUN-15 21:08
Depart Date : 03-JUN-15 12:36
No. Of Guest : 1
Room Number : 1145

Copy Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 05-JUN-15 08:52 BRADSMO

Date	Reference	Description	Charges (CAD)	Credits (CAD)
02-JUN-15	RT1145	Room Charge	189.00	
02-JUN-15	RT1145	GST	9.73	
02-JUN-15	RT1145	Destination Marketing Fee	5.67	
02-JUN-15	RT1145	Tourism Levy	7.79	
03-JUN-15	AX	American Express		-212.19
		** Total	212.19	-212.19
		*** Balance	-0.00	

BETTER BALANCE - The soothing scent of White Tea revitalizes and uplifts from the moment you step through our doors. Enhance any environment by taking our signature scent home with you. Learn more at westin.com/store

Tell us about your stay. www.westin.com/reviews

Continued on the next page

24-7 TAXI
10577 109 ST #201
EDMONTON, AB, T5H3B1
GST#: 0000000000000000

TID: 025
Operator#: 71609

SALE

.....1000 Exp: / /
Amex Swiped

06/02/2015 22:11:58 Inv#: 2223
Record#: 370001 Batch#: 154001
Retrieval#: 00000001

Total: \$8.00

Auth Code: 503222

Customer copy

ROYAL TAXI (LETHBRIDGE)
- 238 128 ST W
LETHBRIDGE AB T1H 2K7
TEL: 403-328-5333

Term Id: 78001378
Invoice #: 0001803
AMEX PURCHASE CREDIT
APP Label: AMERICAN EXPRESS
AID: A000000025010801
TUR: 0000000000
TSI: F800
Card #: XXXXXX/XXXX1000

**APPROVED 000
THANK YOU**

AMOUNT \$18.00

No signature required

Seq. #: 1002129 D
Auth. #: 804782
TC: C78E78D13AF59168
TS: 20150603161347
Date: 2015/06/03 Time: 16:13:37

*****CUSTOMER COPY*****

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6H-1C2
780-462-3456

Term Id: 45024124782165
Item #: 0114
AMERICAN EXPRESS PURCHASE
Op Id: 766746
Card #: XXXXXXXXXXXX1000

AID: A000000025010801
APPROVED
AMOUNT CAD\$12.00

Ref. #: C
Auth. #: 815581
Resp. Code: 00
TUR: 0000000000
TSI: F800

BOOK ON LINE AT EOMTAXI.COM
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2015/06/05 Time: 11:31:53
Response: AUTH 815581

*****CUSTOMER COPY*****

FIFTH AVE CABS
PO BOX 473
LETHBRIDGE, AB T1J 3Z1
(403) 381-1111

TERMINAL ID.: 4328609C

AMEX
XXXXXXXXXX1000 EXP: **/**** CHIP
EMU SALE
BATCH: 000066 IHU: 000002
Jun 04, 2015 12:36
AMERICAN EXPRESS
AID: A000000025010801
TUR: 00 00 00 00 00
TSI: FB 00
TC: BCED981D10A01FA4
RRN: 00660002 AUTH: 837778

TRN REF#: 003157840787571

SALE AMT CAD\$17.50

TIP \$

TOTAL \$

RESP CD: /00
APPROVED

SIFONG LO

**THANK YOU!
PLEASE COME AGAIN!**

CUSTOMER COPY

skyshuttle
airport service



ONLINE RESERVATIONS

Step 4 of 4

Booking Results

Your Reservation has been completed.

Hotel to Airport

Pickup Location:

WestIn Hotel ,10135 100 St

Passenger Details:

1 Adults

<u>Date(s)</u>	<u>Conf#</u>
03-June-2015 07:15	534123

Trips Confirmed:	1
Total Charge:	\$18.00
Payment Type:	Online Credit Card
Card number:	4520xxxxxxxx4512
Transaction ID:	3205516

Please Note

- skyshuttle is not responsible for missed flights.
- Please be ready at your pick-up point 15-minutes before your scheduled pick-up time. The skyshuttle coach may arrive 15-minutes before or after the scheduled time.
- skyshuttle reservations are non-refundable.
- Tickets will not be reissued for missed trips.
- Each passenger is allowed 1 piece of luggage (Max weight 32 kg, Max linear dimension of 158 cm) and 1 carry-on item (Max linear dimension of 118 cm). Charges apply for extra luggage and for oversized/overweight luggage.
- Oversized luggage may not be accepted.
- Pets are allowed as long as they are in a proper carrying case.
- Children under the age of 3 ride free (provided they don't occupy a coach seat unless vacant seats are available).

Select Done to start a new booking.

Done

Owned and operated by Gateway Charters Ltd., 10135-31 Avenue, Edmonton, AB T6N 1C2.

Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	391.91
Number of passengers	x 1
Total with options	391.91
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$391.91

Payment Information

Credit/Debit Card xxx-xxxx-xxxx-000 - Amount paid: \$391.91

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

- Air Canada: \$391.91 (Air Transp. Charges - per ticket)

Ticket number(s): 0142148803452

Fare Rules

Departing Flight Edmonton (YEG) To Lethbridge (YQL) - **Flex**

Return Flight Lethbridge (YQL) To Edmonton (YEG) - **Flex**

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read Important Information and notices regarding Air Canada's [general conditions of carriage](#).



Holiday Inn

110

06-04-15

Stelle Lo	Folio No. :	Room No. : 439
	A/R Number :	Arrival : 06-03-15
	Group Code : SBO	Departure : 06-04-15
	Company :	Conf. No. : 62082382
	Membership No. :	Rate Code :
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
06-03-15	*Accommodation	120.00	
06-03-15	Marketing Fee 2%	2.40	
06-03-15	Alberta Tourism Levy 4%	4.90	
06-03-15	GST 5%	6.12	
06-04-15	American Express		133.42
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.lhg.com/reviews. We look forward to welcoming you back soon.		Total	133.42
		Balance	0.00

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Lethbridge
2375 Mayor Magrath Drive South
Lethbridge, AB T1K 7M1
Telephone: (403) 380-5050 Fax: (403) 380-5051
GST #896932449RT0001

(Owned and Operated by Fortis Properties Corporation)

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Estelle Lo
Athabasca University

Page Number : 1 Invoice Nbr : 27609948
Guest Number : 983515
Folio ID : A
Arrive Date : 04-JUN-15 11:19
Depart Date : 05-JUN-15 11:24
No. Of Guest : 1
Room Number : 846

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 05-JUN-15 11:30 BRADSMO

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-JUN-15	RT846	Room Charge	189.00	
04-JUN-15	RT846	GST	9.73	
04-JUN-15	RT846	Destination Marketing Fee	5.67	
04-JUN-15	RT846	Tourism Levy	7.79	
05-JUN-15	AX	American Express		-212.19
		** Total	212.19	-212.19
		*** Balance	-0.00	

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at westin.com/eatwell

Tell us about your stay. www.westin.com/reviews

Continued on the next page



ONLINE RESERVATIONS

Step 4 of 4

Booking Results

Your Reservation has been completed.

Airport to Hotel

Drop Off Location:

Westin Hotel , 10135 100 St

Passenger Details:

1 Adults

<u>Date(s)</u>	<u>Conf#</u>
04-June-2015	534129
AC8166	

Trips Confirmed:	1
Total Charge:	\$18.00
Payment Type:	Online Credit Card
Card number:	4520xxxxxxxx4512
Transaction ID:	3205554

Please Note

- skys Shuttle is not responsible for missed flights.
- Please be ready at your pick-up point 15-minutes before your scheduled pick-up time. The skys Shuttle coach may arrive 15-minutes before or after the scheduled time.
- skys Shuttle reservations are non-refundable.
- Tickets will not be reissued for missed trips.
- Each passenger is allowed 1 piece of luggage (Max weight 32 kg, Max linear dimension of 158 cm) and 1 carry-on item (Max linear dimension of 118 cm). Charges apply for extra luggage and for oversized/overweight luggage.
- Oversized luggage may not be accepted.
- Pets are allowed as long as they are in a proper carrying case.
- Children under the age of 3 ride free (provided they don't occupy a coach seat unless vacant seats are available).

Select Done to start a new booking.

Done