

OCT 21 2014



Expense Claims Forms

Date: October 20, 2014

VE-0433

NAME **Dan Buchner**
VP, Leadership Development

Position **VP, Leadership Development**

Itinerary and Purpose of Travel : Edmonton for business meetings (August 27-29)

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Description	NET Amount	GST Amount	Total Amount
1	08/29/2014	Accommodation	3105	2100	159990	690	Acommodation for business meetings	\$ 329.92	\$ 15.86	\$ 345.78
2	08/29/2014	Meals	3106	2100	159990	690	Breakfast	\$ 29.29	\$ 0.71	\$ 30.00
3	09/14/2014	Incidentals	3107	2100	159990	690	Event tickets	\$ 150.00		\$ 150.00
4	09/14/2014	Incidentals	3107 3100	2100	159990	690	Association for Managers of Innovation (AMI) Meeting Fee	\$ 999.86		\$ 999.86
5	09/15/2014	Incidentals	3107 3040	2100	159990	690	AMI Membership Dues	\$ 565.24		\$ 565.24
6	09/17/2014	Hosting	3610	2100	159990	690	Business meeting	\$ 47.30	\$ 1.00	\$ 48.30
7	09/17/2014	Travel	3101	2100	159990	690	Parking for business meeting	\$ 17.14	\$ 0.86	\$ 18.00
8	09/17/2014	Travel	3101	2100	159990	690	Calgary to Edmonton flight seat selection	\$ 20.00	\$ 1.00	\$ 21.00
9	09/17/2014	Travel	3101	2100	159990	690	Calgary to Edmonton return flight	\$ 266.25	\$ 13.31	\$ 279.56
10	09/17/2014	Travel	3101	2100	159990	690	Edmonton to Calgary flight seat selection	\$ 20.00	\$ 1.00	\$ 21.00
11	09/17/2014	Travel	3101	2100	159990	690	Fuel - missing receipt	\$ 20.89		\$ 20.89

Total Expenses : A \$ 2,465.89 \$ 33.74 2,499.63

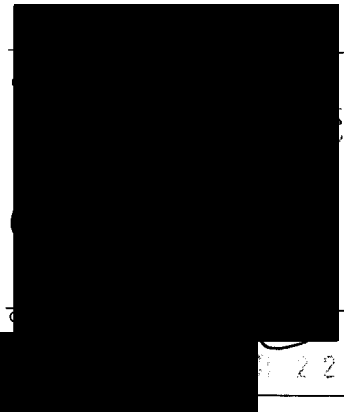
Summary by Expense Type

GL	Fund	Expense Type	Cost Centre	Activity Type	NET Amount	GST	Total Amount
3101	2100	Travel			344.28	16.17	360.45
3102	2100	Travel-BOG			-	-	-
3105	2100	Accommodation			329.92	15.86	345.78
3106	2100	Meals			29.29	0.71	30.00
3610	2100	Hosting			47.30	1.00	48.30
3611	2100	Hosting-Alcohol			-	-	-
3107	2100	Incidentals			1,715.10	-	1,715.10
3120 3040							
Total					2,465.89	33.74	2,499.63

Travel Advance (positive)	B 8132-2100	\$	
	A-B	\$	2,499.63

ENTERED OCT 22 2014

Submitted on behalf of Dan Buchner



21-Oct-14

Date

Return to Requestor	
Department	Leadership Development
Cost Centre Code	
Prepared By	

Date

OCT 22 2014

Date

①, ②



DELTA
EDMONTON SOUTH
HOTEL AND CONFERENCE CENTRE

4404 Gateway Boulevard, Edmonton, Alberta, T6H 5C2
Tel: 780-434-6415 Fax: 780-436-9247

CAUBO CDN ASSOC UNIVERSITY BUSINESS OFFI
Mr Dan Buchner
Banff
Canada

Room: 0702
Folio: 211358
Cashier: 34
Arrival: 08-27-14
Departure: 08-29-14

Date	Description	Additional Information	Charges	Credits
08-27-14	Room charge		154.00	
08-27-14	Room Destination Marketing Fee		4.62	
08-27-14	Room GST		7.93	
08-27-14	AB Tourism Levy		6.34	
08-28-14	Room charge		154.00	
08-28-14	Room Destination Marketing Fee		4.62	
08-28-14	Room GST		7.93	
08-28-14	AB Tourism Levy		6.34	
08-29-14	4404 Restaurant - Breakfast	Line# 0702 : CHECK# 0017710	30.00	
08-29-14				375.78

GST Summary	
Registration No:	865717755
Room	15.86
F&B	1.28
Other	0.00
Total	17.14

Total	375.78	375.78
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

Association For Mountain Parks Protection & Enjoyment



Payment Receipt

PayPal transaction number
8A596427M4495712S

Total
\$150.00 CAD

We'll send a confirmation email to dan_buchner@banffcentre.ca. This transaction will appear on your statement as PayPal *ASSOCIATION.

Paid to
Association For Mountain Parks Protection & Enjoyment
admin@amppe.org
4037623800

Shipped to
daniel buchner
107 tunnel road
box 1020
Banff Alberta T1L 1H5
Canada

Your shopping cart

Description	Price	Quantity	Amount
Annual Dinner Tickets 00001	\$150.00	1	\$150.00
		Item total	\$150.00
		Tax	\$0.00
		Total	\$150.00 CAD

Association for Managers of Innovation

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Payment Receipt

PayPal transaction number

3KH1660353385234S

Total

\$875.00 USD

We'll send a confirmation email to dan_buchner@banffcentre.ca. This transaction will appear on your statement as PayPal *ASSOCIATION.

Paid to

Association for Managers of Innovation
information@aminnovation.org

Shipped to

daniel buchner
107 tunnel mountain rd
PO 1020
Banff Alberta T1L1H5
Canada

Your shopping cart

Description	Price	Quantity	Amount
AMI Meeting Fee	\$875.00	1	\$875.00
		Item total	\$875.00
		Tax	\$0.00
		Total	\$875.00 USD

Association for Managers of Innovation

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Payment Receipt

PayPal transaction number
45393086W61839245

Total
\$495.00 USD

We'll send a confirmation email to dan_buchner@banffcentre.ca. This transaction will appear on your statement as PayPal *ASSOCIATION.

Paid to
Association for Managers of Innovation
information@aminnovation.org

Shipped to
daniel buchner
107 tunnel road
box 1020
Banff Alberta T1L 1H5
Canada

Your shopping cart

Description	Price	Quantity	Amount
AMI Annual Membership Dues	\$395.00	1	\$395.00
Thursday night session ticket	\$100.00	1	\$100.00
		Item total	\$495.00
		Tax	\$0.00
		Total	\$495.00 USD

565.24 CAD

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Y PARKING AUTHORITY (403) 537-7000

CALGARY

WINE-OHS INC.
811 1ST ST S.W. T2P7N2
CALGARY AB
22124917

Terminal: 854
Plate: NXZ676

Zone: Lot 60 : 9060
C 552822*7322

Valid through:

WEDNESDAY 17 SEP 14
1:34 PM

*PAID WITH
COMPANY CARD*

1111 PURCHASE 1111
09-17-2014 12:53:48

Name: DANIEL C BUCHNER
A0000000041016 MasterCard

AMOUNT PAID: \$18.00 (GST incl.) Auth No: 084054
START TIME: 9/17/2014 11:19 AM RECEIPT NO: 12355

Boosting & Tire Inflation Services (403) 537-7006 FREE Ba

Trace # 580001
FB2212491703
Inv. # 5720
Auth # 003805 RRN 001553001

Purchase \$42.00
Tip \$6.30
Total \$48.30

(00) APPROVED-THANK YOU

Retain this copy for your records
Customer copy

COMPANY CARD

WINE-OHS Inc. Retailer
811 - 1st Street S.W. Calgary
#403-263-1650 www.wine-ohs.com

CHK:30002 Table:B10
B2014-09-17 12:49:10 GST:2

1	1 Burger	2	15.00
1	1 Market Fish	2	21.00
1	1 Decaf Cappucino	2	4.00

Subtotal: \$40.00
GST Exclusive: \$2.00
Total: \$42.00

Live music 7 days a week
Happy Hour 4pm-6pm Mondays-Fridays
Check out our calendar: www.wine-ohs.com
Follow us on Twitter & Facebook
@ wineohsinc

*DAN + CHRIS BOYFORD
KARO DESIGN*

From: Air Canada <confirmation@aircanada.ca>
Sent: Wednesday, September 17, 2014 2:18 PM
To: [REDACTED]
Subject: [REDACTED] sending you the itinerary for your next trip from Calgary to Edmonton.

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

Confirmation

From: [REDACTED]

Booking Information

Booking Reference: **K32EDV**

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

This is your confirmation

Main Contact:
 Mr Daniel Buchner
 [REDACTED]

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
AC8154 ¹	Calgary (YYC) Mon 06-Oct 2014 17:00	Edmonton, Edmonton Int'l (YEG) Mon 06-Oct 2014 17:52	0	0hr52	DH3	Tango, L
AC8171 ¹	Edmonton, Edmonton Int'l (YEG) Wed 08-Oct 2014 19:00	Calgary (YYC) Wed 08-Oct 2014 19:52	0	0hr52	DH3	Tango, L

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Daniel Buchner : Adult (16+), Ticket Number: 0142139107947

Frequent Flyer Prog : **None**

Meal Preference : **Regular**

Payment Card: [REDACTED]

Special Needs: **None**

Seat Selection: AC8154 **10F (Preferred)** , AC8171 **1F (Preferred)**

Review additional charges

	Seat Selection
Mr Daniel Buchner	
AC8154: 10F - Preferred Seat (Window)	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.00
Grand Total - Canadian dollars	\$21.00

19 10

From: Air Canada <confirmation@aircanada.ca>
Sent: Wednesday, September 17, 2014 2:15 PM
To: [Redacted]
Subject: [Redacted] sending you the itinerary for your next trip from Calgary to Edmonton.

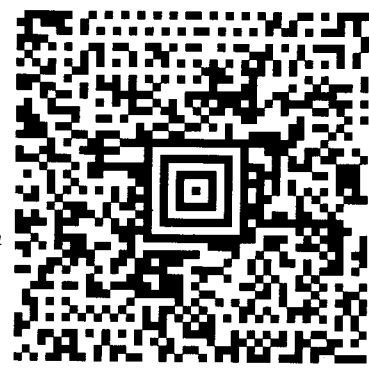
***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

AIR CANADA 
Itinerary/Receipt

From: [Redacted]

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.



Booking Information

Booking Reference: K32EDV	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 Daniel Clark Buchner [Redacted]	
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
AC8154 ¹	Calgary (YYC) Mon 06-Oct 2014 17:00	Edmonton, Edmonton Int'l (YEG) Mon 06-Oct 2014 17:52	0	0hr52	DH3	Tango, L	
AC8171 ¹	Edmonton, Edmonton Int'l (YEG) Wed 08-Oct 2014 19:00	Calgary (YYC) Wed 08-Oct 2014 19:52	0	0hr52	DH3	Tango, L	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Daniel Clark Buchner : Adult (16+), Ticket Number: 0142139107947

Frequent Flyer Prog : **None** Meal Preference : **None**
Payment Card: **[REDACTED]** Special Needs: **None**
Seat Selection: **AC8171 1F (Preferred) Paid**

Purchase Summary

Fare Summary

Passenger Type **Adult**

Air Transportation Charges

Departing Flight - **Tango** **89.00**

Return Flight - **Tango** **79.00**

Surcharges **24.00**

Taxes, Fees and Charges

Canada Airport Improvement Fee **60.00**

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) **13.31**

Air Travellers Security Charge (ATSC) **14.25**

Total airfare and taxes before options (per passenger) **279.56**

Number of passengers **x 1**

Total airfare, taxes and options **279.56**

Seat Selection

Mr Daniel Clark Buchner

AC8171: 1F - Preferred Seat (Window) **20.00**

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) **1.00**

Total including airfare, taxes, options and seat selection charges: **300.56**

Travel Insurance (declined) **0.00**

Grand Total - Canadian dollars **\$300.56**

Payment Information

Amount paid: **\$300.56**

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

Air Canada: \$279.56 (Airfare - per ticket)

Air Canada: \$21.00 (Advance Seat Selection - for passenger 1)

Ticket number(s): 0142139107947

enRoute City Guide

Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...

Read the complete guide



Diners Club : Statement

[Close Window](#)

Account Name :	DANIEL C BUCHNER THE BANFF CENTRE	Currency :	CAD
Card Number :	[REDACTED]	Previous Balance :	\$ 200.00
Statement Date :	28-Sep-2014	Payments :	\$-200.00
Payment Due Date :	25-Oct-2014	New Transactions :	\$ 2,499.63
		Balance Due :	\$ 2,499.63
		Past Due Balance :	\$ 0.00

Date	Description	Transaction Amount	Reference Number
	TRANSACTIONS FOR DANIEL C BUCHNER [REDACTED]		
29-Aug-2014	DELTA EDMONTON SOUTH H,EDMONTON,AB,CAN CUST SVC PH: 8005551212 ARRIVE: 08/27/14 DEPART: 08/29/14 FOLIO NBR: 116036692 LOCATION PH: 7804346415	(1) ✓ \$ 375.78	549436928673
14-Sep-2014	PAYPAL *ASSOCIATION,4029357733,ON,CAN	(2) ✓ \$ 150.00	436282115539
14-Sep-2014	PAYPAL *ASSOCIATION,4029357733,ON,CAN	(4) ✓ \$ 999.86	436282341473
15-Sep-2014	PAYPAL *ASSOCIATION,4029357733,ON,CAN	(5) ✓ \$ 565.24	436279516608
17-Sep-2014	WINE-OHS INC.,CALGARY,AB,CAN	(6) ✓ \$ 48.30	920222488001
17-Sep-2014	CalgParkAuth 14895356,CALGARY,AB,CAN	(7) ✓ \$ 18.00	920210846401
17-Sep-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: BUCHNER/DANIEL MR TICKET: 0142139107947 DEPART: 10/08/14 YEG TO YYC CLASS: Y	(8) ✓ \$ 21.00	004012084251
17-Sep-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: BUCHNER/DANIEL MR TICKET: 0142139107947 DEPART: 10/08/14 YYC TO YEG CLASS: Y	(9) ✓ \$ 21.00	004012084244
17-Sep-2014	AIR CAN,WINNIPEG,MB,CAN PASSENGER: BUCHNER/DANIEL MR TICKET: 0142139107947 DEPART: 10/08/14 YYC TO YEG CLASS: Y FARE BASIS: L14STGA YEG TO YYC CLASS: Y FARE BASIS: L14WTGA	(10) ✓ \$ 279.56	004012042549
17-Sep-2014	ESSO,DEAM MAN'S FL,AB,CAN	\$ 20.89	800115198444
22-Sep-2014	PAYMENT RECEIVED -- THANK, YOU,CAN [REDACTED]	\$ -200.00	0000 009766
		\$ -200.00	
		\$ 2,499.63	