

APR 25 2014

The Banff Centre
inspiring creativity

Expense Claims Forms

Date: April 22, 2014

EMPLOYEE# VP-0007

NAME Elmer Hildebrand

Position

DEPT Board of Governors

Mailing Address

Library and Purpose of Travel : Board of Governors meeting (April 10-11, 2014)

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	4/9/2014	Travel-BOG	3102	2100	890030	800				Winnipeg-Calgary, return	\$ 1,152.10		\$ 1,152.10
2	4/10/2014	Travel-BOG	3102	2100	890030	800				Avis Rental Car	\$ 135.52	6.47	\$ 135.52
3	4/9/2014	Accommodation	3105	2100	890030	800				Hotel Le Germain	\$ 526.54	24.15	\$ 526.54
4	4/9/2014	Meals	3108	2100	890030	800				dinner in Calgary, April 9	\$ 72.28		\$ 72.28
5	4/9/2014	Travel-BOG	3102	2100	890030	800				Altana-Winnipeg return travel (no receipt)	\$ 75.00		\$ 75.00
6				2100									\$ -
7				2100									\$ -
8				2100									\$ -
9				2100									\$ -
10				2100									\$ -
11				2100									\$ -
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											\$ 4,001.44	\$	1,901.44

Summary by Expense Type

GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	2100	Travel						-	-	-
3102	2100	Travel-BOG						1,362.62	6.47	1,362.62
3105	2100	Accommodation						526.54	24.15	526.54
3108	2100	Meals						72.28	-	72.28
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						-	-	-
6132	2100	Travel Advance						-	-	-
Total								1,901.44	3057	1,901.44

Travel Advance (positive)	B 6132-2100	\$	
	A-B	\$	1,901.44

April 25/14
Date

APR 29 2014
Date

Return to Requestor	Pauline Martin
Department	Executive Office
Cost Centre Code	890030
Prepared By	Pauline Martin

ENTERED APR 30 2014



ELMER HILDEBRAND LTD

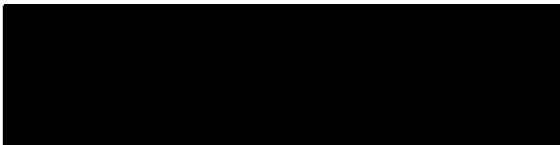


April 17, 2014

Banff Centre
Box 1020, 107 Tunnel Mtn Rd.
Banff, Alberta
T1L 1H5

RE: April 10-11, 2014 Revised

Altona/Wpg return	75.00
Airfare	1,097.24
Avis	129.10
Hotel	<u>574.67</u>
	1,876.01
Gst 88944 4261	<u>85.43</u>
	\$1,961.44
	=====



ALTONA MALL TRAVEL
67-2ND STREET N.E.
ALTONA MANITOBA
R0S 8B0E
PHONE: 204 324-6930 FAX 204 324-1971

PNR LOC: TK81X8
CLIENT NR:

DATE: 12 FEB 2014
INVOICE: ITIN41217

TO:

FOR:
HILDEBRAND/ELMERMR

---ITINERARY---

FROM	TO	CARRIER	FLT/CL	DATE	DEP	ARR	ST
WINNIPEG NONSTOP OPERATED BY-AIR CANADA EXPRESS	CALGARY	AIR CANADA	A333 D	09 APR 14	1145	1248	OK
CALGARY NONSTOP OPERATED BY-AIR CANADA EXPRESS	WINNIPEG	AIR CANADA	B340 D	11 APR 14	1735	2020	OK

09 APR 14
WEDNESDAY

TRAVELCLICK
HOTEL LE GERMAIN
899 CENTRE ST SOUTHWEST
CALGARY AB CA
PHONE-1-403-2648990
FAX-1-403-2648991
CONFIRMATION-102696055

CONFIRMED
02 NT/S - OUT 11APR
RATE- 469.00CAD
1 ROOM/S / 1 KING
GUARANTEE-CREDIT CARD

GUARANTEED

AVIS 1 LUXURY 2/4 DR CONFIRMED
PICKUP CALGARY
DROP 11APR
RATE-CAD 103.50 MILEAGE-UNL/FM
EXTRA HOUR- \$77.63

DAILY GUARANTEED 2BI
CONFIRMATION-100640040A2 PEXP

AIRFARE/TAX 1097.24 GST 54.86 CAD 1152.10

ELECTRONIC BOOKING REFERENCE *** OBUMOR ***

THANK-YOU FOR BOOKING ALTONA MALL TRAVEL

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>Return<< RA Document 949123965
 RESERVATION # 10064084-CA-2Z
 CAR# 3 2 3 2 0 1 1 6 Car Group H
 BLK FORD EXPE 4DR AB J26932

HILDEBRAND.ELMERMR

WIZ# = LU947R AND# = C144900
 Free Travel# = CA/131019127
 FF MILES/POINTS EARNED DVR-

Out CALGARY INTL APD F09APR14/1345
 In CALGARY INTL APD 10APR14/0542
 Miles-Out 1460 Miles-In 1594
 Miles Driven 154 Fuel In 8/8
 Method of pay = CLUB

Rate ZBI /H	0	DY	16	HR		
0 MI @					.00	=
16 HR @					86.26	=
0 DY @					115.00	=
0 WK @					605.00	=
0 MO @					2450.00	=
MIN 1DY/2B/H				134FM		=
					115.00	
Discount	10.0%				-	=
					11.50	
TIME & MILEAGE						=
					103.50	
\$.98/DY ERF					+	=
					.98	
**6/DY FEE					+	=
					6.00	
**15.61% FEE					+	=
					16.62	
#VLF-A/C TAX					+	=
					1.25	
FYP SUR \$ 0.75/DY/\$ 5.25MX#						=
					0.75	
Subtotal						=
					129.10	
PST/TUP .000%					+	=
					0.00	
GST/TPS 5.00 %					+	=
					6.42	
Total Charges						=
					135.52	
AMOUNT DUE CU CAD						=
					135.52	
#VEHICLE LICENSE FEE/AIR CONDITIONING						
EXCISE TAX RECOVERY \$1.25 PER DAY						
*CUSTOMER FACILITY CHARGE						
ENERGY RECOVERY FEE						
*CONCESSION RECOVERY FEE						

The amount that appears in "Amount Due" has been billed to your [REDACTED]
 All charges are subject to audit and change if any errors are found.
 For local inquiries call 403-221 1700. Thank you for renting from Avis.

IC3F/E5D0/14107/09:44/F



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HÔTEL LE GERMAIN
CALGARY

Mr ELMER HILDEBRAND

CANADA

Guest Name :
Company Name :
A/R Number :
Group Name :

Date : 10-04-14
Time : 10:29 AM
Room No. : 0613
Arrival : 09-04-14
Departure : 10-04-14
Conf. No. : 2667656
Page No. : 1 of 1
Invoice :
PO :

INFORMATION INVOICE

DATE	DESCRIPTION	RÉFERENCE	DÉBIT	CRÉDIT	
04-09-14	CHARCUT Lounge	[REDACTED]	10.83	} 3106 = 72.28	
04-09-14	CHARCUT - Restaurant		61.45		
04-09-14	Room Charge		469.00		
04-09-14	DMF - Destination Marketing Fee		14.07	} 3105 = 526.54	
04-09-14	Alberta Tourism Tax		19.32		
04-09-14	GST		24.15		
DMF		14.07	TOTAL	598.82	0.00
GST: RT143787109		24.15			
ATT		19.32	SOLDE	598.82	CAD

Like you, we know it's the little things that mean a lot. So, if you enjoyed your stay with us, please visit www.tripadvisor.com and share your Germain experience.

899 Centre Street SW Calgary (Alberta) T2G 1B8
TEL 403.264.8990 FAX 403.264.8991 1.877.362.8990
www.germaincalgary.com reservations@germaincalgary.com