From (dd/mm/yy)	To (dd/mm/yy)	
8/1/2017	8/31/2017	

Name of Claimant: Surname, First Name
Fielding, Susan

I warrant that I have a valid

driver's licence and vehicle insurance

7

X Claimant's Signature 8/21/2017 Date (DD/MM/YY)

Check if the above
x is not applicable

Date (DD/MM/YY)

Business Travel Detail Includes Item Date Daily Travel Destination/Explanation From (Location) To (Location) return km No. (dd/mm/yy) (km) (Yes/No) 1trip 1trip 1 8/13/2017 Pearson Airport 116 Home Airport 2 8/16/2017 Home from Airport 116 Airport Home 3 FINANCE DEPARTMENT 4 Prices, Extensions 8 Totals Checked: 5 Cheque No 6 Gt Account No. on inved By / Total Kilometers 232

0.50

116.00

Business Expense Detail (Attach all original and itemized invoices/receipts) General Item Date Total Expenses Ledger Item Description No. (dd/mm/yy) (including taxes) Account Code 1 8/6/2017 453.41 Flight to Ottawa--AMO 4308 2 8/13/2017 40.00 Taxi--Airport to Hotel 3 4312 8/13/2017 11.29 Meal \$ 4 8/15/2017 Meal 38.00 5 8/16/2017 Taxi-Hotel to Airport 40.00 \$ 6 4312 8/16/2017 Meal \$ 21.00

Totals

Rate/km \$

Total Mileage \$

Total \$ Amount Due \$ 719.70

\$

603.70

180-4314



Booking Confirmation



Booking Reference: L4ERTV

Date of issue: 06 Aug, 2017

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.



Economy Flex

Sunday 13 Aug, 2017 12:10 **Toronto**Pearson Intl. (YYZ), ON
Terminal 1



13:11 **Ottawa** Ottawa Intl. (YOW), ON



1hr01 Economy W Operated by: Air Canada | E190 | ⋒ Wi-Fi



Economy Tango

Wednesday 16 Aug, 2017

12:00 **Ottawa** Ottawa Intl. (YOW), ON



13:03 **Toronto** Pearson Intl. (YYZ), ON Terminal 1



1hr03 Economy S Operated by: Air Canada | E190 | ⋒ Wi-Fi

Passengers

[^] Ms. Susan L Fielding

Ticket Number 0142181414869 Seats AC450 27D AC451 27D

Purchase summary

		1.47
Credit/Debit Card **********8958		1adult
Amount paid: \$464.71 Tax information 1adult	Ar Transportation Charges	
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	Base Fare	315.00
\$53.46	Surcharges	24.00
	Taxes, fees and charges	
	Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	52.16
	Air Travellers Security Charge	14.25
	Airport Improvement Fee - Canada	48.00
	Total airfare and taxes before options (per passenger)	\$453 ⁴¹
	Number of passengers	XI
	Total	\$45341
	Seat selection	
	MS Susan L Fielding	
	AC451: 27D - Standard Seat (Aisle)	10.00
	Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	1.30

Total with options and seat selection fee:

GRAND TOTAL (Canadian dollars)



Check-in and boarding gate deadlines

_		
Within Canada		
90 minutes	Recommended check-in time You should check in no later than the times indicated at left. This will ensure yo	to have plenty of time to check in, drop off your checked bags and pass through security.
45 minutes ¹	Check-in and baggage drop-off deadline You must have checked in, obtained your boarding pass and deposited all checked.	cked bags at the baggage drop-off counter before the end of the check-in period for your flight.
15 minutes	Boarding gate deadline You must be present at the boarding gate before it closes.	promotion consistence of
		FINANCE DEPARTMENT
	and the second s	and the state of t

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

FINANCE DE	PARTMENT
Prices, Extensions & Totals Checked:	
Cheque No.	
GL Account No.	180-43 N
Approved By:	100 45 19

\$464⁷¹

Tell us About Your Visit
And Receive Free Food for your Feedback!
See Below for Conditions

KFC

ORDER# 2107

STORE #1920 RIDEAU CENTER 50 Rideau St. Ottawa (613)563-0433 GST #840671515RT0001 1920 2 183 2107

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700 Sussex Dr Ottawa, ON, K1N 1K4 613.789.5432 REG: 10080 3717 RT0001

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	Time: 22:35:31

edition VLD

BY EN. LING A VERIFIED PIN. CARDHOLDER AGREES TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH ISSUERS AGREEMENT WITH CARFEJOLDER

Application Label: VISA CREDII TVR: 5080008000 AID: A0000000831010 TSI: 7800 IC: 54273FD5DD209DD8

*** CUSTOMER COPY ***

BLUE LINE TAXI

TERMINAL IV:	324 301 C16
MERCHANT ID:	432511.7A
VEHICLE ID :	1166
DRIVER ID	ม ิบิบี52392
DRIVER ID	
IRIP NUMBER:	5209
	1
PASSENGERS:	
08/16/2017	
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FARE AMOUNT:	\$ 40.00
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TOTAL : 4	40.00
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***PASSENGE	5 СОБАжжж

RIDEAU BAR OTTAWA INTERNATIONAL AIRPORT

	WE WENT ON
300933 Susana	
3/1	GST 1
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AUG16'17 9:	53 A M
Hodro IV J.	JOHN
TO GO	
1 CLASSIC BKFST	12.49
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