Robert W. Ward, President & CEO - 2012 1st Quarter Expense Report

April 1, 2012 to June 30, 2012

Date	Purpose	Cost

18-Jun-12 to 20-Jun-12

Trip to Yellowknife to attend Legal Aid Plans of Canada 39th Annual Conference			
Accomodation	\$365.40		
Hospitality	\$0.00		
Meals	\$20.00		
Transportation	\$1,014.58		
Other	\$0.00		
Total	\$1,399.98		

Summary of Expenses

Accomodation	\$365.40
Hospitality	\$0.00
Meals	\$20.00
Transportation	\$1,014.58
Other	\$0.00
Total Expenses (Q1 - 2012/13)	\$1,399.98

Signature: Date:	Signature:	Date:
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TRAVELLING AND OUT OF POCKET EXPENSES



Robert Ward NAME DETAILED DESCRIPTION OF EXPENSE **AMOUNT** OTHER TRANSPORT MEALS EXP CODE COST CENTRE HOTEL HOSPITALITY DATE (Include Purpose, Place, # of people, Names & Titles) \$0.40 | 50.41 Air Fare* - Trip to Association of Legal Aid Plans of Canada 39th June 18 - 20. 930.58 930.58 891000 Annual Meeting in Yellowknife on July 16-18, 2012 61100 2012 June 18 &19, 365.40 61100 891000 365.40 Accommodations at The Explorer Hotel on June 18-19, 2012 2012 June 18 - 20, 84.00 891000 l61100 2012 Parking at Pearson Airport 20.00 20.00 61100 891000 June 19, 2012 Dinner (claiming standard rate per policy) * \$48.30 Seat selection fee included ** By signing this expense claim it is understood that the supervisor and/or manager who approves this claim have read and 0.00 TOTAL KMS understands Legal Ald Ontario's Travel, Meal and Hospitality Expenses Policy. The supervisor and/or manager acknowledges that 1399.98 SUBTOTAL by signing this expense claim it is in compliance with the policy. NOTE: PLEASE ATTACH ALL ORIGINAL RECEIPTS WITH YOUR CLAIM BY THE 15th OF MONTH FOLLOWING THE MONTH THE (LESS ADVANCE) 0.00 EXPENSES WERE INCURRED. 1399.98 CERTIFIED CO FOR PROVINCIAL OFFICE USE 021 APPROVED CLAIMANT'S SIGNATURE June 27,2012 SUPERVISOR'S SIGNATURE** TITLE

19350512

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

AIR CANADA 🏶



Booking Reference:

MB6RL5

Customer Care

Air Canada

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

1-888-247-2262

Main Contact:

Flight Arrivais and Departures

Mr Robert Ward

Flight Itinerary

Flight	From	То	Stops	Duration	Aircraft	Upgrade status
AC8514 ¹	Yellowknife (YZF) Wed 20-Jun 2012 14:00	Edmonton, Edmonton Int'l (YEG) Wed 20-Jun 2012 15:40	0	7hr15	CRJ	-
AC154	Edmonton, Edmonton Int'l (YEG)	Toronto, Pearson Int'l (YYZ) Wed 20-Jun 2012 23:15 - Terminal 1	0		319	-

17:40 F: Food for purchase onboard All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit

cards.

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Robert Ward : Aduit (16+), Ticket Number: 0142108070695

Air Canada - Aeroplan Payment Card:

Meal Preference: Special Needs:

Regular None

Seat Selection:

None

Purchase Summary

Fare Summary	
Passenger Type	Aduit
Base Fare	259.00
Surcharges	23.00
Taxes, Fees and Charges	14.46

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 7.12 Air Travellers Security Charge (ATSC) 303.58 Total airfare and taxes before options (per passenger) Number of passengers

Grand Total - Canadian dollars

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

• Air Canada: \$303.58 (Airfare - per tlcket)

Ticket number(s): 0142108070695

Fare Rules

Departing Flight Yellowknife (YZF) To Toronto (YYZ) - Tango

- - Prior to day of departure Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. Changes can be made up to 2 hours prior to departure.

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



Booking Information

AIR CANADA

Booking Reference:

KFXJVR

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

Customer Care

Air Canada 1-888-247-2262

Flight Arrivais and Departures

1-888-422-7533

Main Contact: Mr Robert Ward nobles@lao.on.ca

Flight Itinerary

Flight	From	То	Stops	Duration	Aircraft	Upgrade status
AC1151	Toronto, Pearson Int'i (YYZ) Mon 18-Jun 2012 09:00 - Terminal 1	Calgary (YYC) Mon 18-Jun 2012 11:10	0	7hr03	320	-
AC8221 ¹	Calgary (YYC) Mon 18-Jun 2012 12:00	Yellowknife (YZF) Mon 18-Jun 2012 14:03	0		CRI	-

F: Food for purchase onboard All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit

cards.

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Robert Ward : Adult (16+), Ticket Number: 0142108153650

Air Canada - Aeroplan :

Payment Card:

Seat Selection:

AC8221 11D

Meal Preference: Special Needs:

None

Purchase Summary

Fare Summary Passenger Type	Aduit
Base Fare	426.00
Surcharges	23.00
Taxes, Fees and Charges	25.00
Canada Airport Improvement Fee Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	62.55
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	543.67
Options	
Departing Flight - Tango	34.00
* Advance Seat Selection	31.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	4.03
Total airfare, taxes and options (per passenger)	578.70
Number of passengers	1
Grand Total - Canadian dollars	\$578.70

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

• Air Canada: \$543.67 (Airfare - per ticket)

Air Canada: \$35.03 (Advance Seat Selection - per ticket)

Ticket number(s): 0142108153650

Christine Leung

From:

Shelly Noble

Sent:

June 18, 2012 2:46 PM

To:

Christine Leung

Subject:

FW: Air Canada - 20-Jun: Yellowknife - Toronto (booking ref: MB6RL5) - booking modified

From: Air Canada [mailto:confirmation@aircanada.ca]

Sent: June-18-12 2:27 PM

To: Shelly Noble

Subject: Air Canada - 20-Jun: Yellowknife - Toronto (booking ref: MB6RL5) - booking modified

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

Confirmation

Your seat selection 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:

MB6RL5

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

Customer Care

This is your confirmation

Main Contact: Mr Robert Ward nobles@lao.on.ca

Online Services

<u>Manage</u> my booking online (view/change my booking; select seats*).

<u>Alert me</u> of flight status changes directly to my mobile phone or email.

<u>Flight Arrivals & Departures</u> - check online if my flight is on time.

<u>Check-in online</u> and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary Fare **Stops** Duration Aircraft Flight To From Type Edmonton, **Edmonton Int'l** Yellowknife (YZF) Tango, 0 7hr15 **CRJ** (YEG) AC85141 Wed 20-Jun 2012 E Wed 20-Jun 2012 14:00 15:40 0 319 Tango. Toronto, Pearson AC154 **Edmonton, Edmonton**

Int'l (YEG) Int'l (YYZ) E Wed 20-Jun 2012 Wed 20-Jun 2012 23:15 - Terminal 1 17:40 Operated by: ¹ Air Canada Express - Jazz **Passenger Information** 1: Mr Robert Ward : Adult (16+), Ticket Number: 0142108070695 Meal Preference: Regular Air Canada -Aeroplan: Special Needs: None Payment Card: AC8514 9C Paid , AC154 12B (Preferred) Paid Seat Selection: **Review additional charges Additional** charges 46.00 Flight 1: Advance Seat Selection (Preferred) (1 x 46.00) Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 2.30

The Explorer Hotel

Yellowknife, NT X1A 2R3 P:867-873-3531/F:867-873-2789 operations@explorerhotel.ca

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GST 87517 2710

Robert Ward

Room	Folio	CheckIn	CheckOut	Balance
725	261609	06/18/2012	06/20/2012	0.00
Mas	ter Folio			

Direct Bill: CHRISTINE

Date	Room	Description / Voucher	Charges	Credits	Balance
06/18/2012	725	Room Taxable	174.00	0.00	174.00
06/18/2012	725	GST- 5.000%	8.70	0.00	182.70
06/19/2012	725	Room Taxable	174.00	0.00	356.70
06/19/2012	725	GST- 5.000%	8.70	0.00	365.40
06/20/2012	725	American Express - FD5006 AP: 562742	0.00	365.40	0.00
		Balance Due		:	0.00

Summary and Taxes
Taxable Sales 348.00
G S T 5.00% 17.40

The Explorer Hotel
4825 49Th Ave.
Yellowknife, NT X1A 2R3
P:867-873-3531/F:867-873-2789
operations@explorerhotel.ca

Date/Time/Clerk:

20/06/2012 08:32 AM MP

Transaction Type: Purchase

Reference Number:

1000261609

Type:

American Express

Account Number:

Expiration: XX/XX

...,

Amount: **365.40**

CUSTOMER COPY

20/06/2012 08:32 AM

Thank You For Check o

JTAA

CAN-L5P 1B2 Toronto

PS-506-WL 20/06/12 23:45 Receipt 038361

Short-term parking tkt T1DAY - No. 087636 18/06/12 06:17 21/06/12 06:16 Period 3d0h0' (HST) \$84.00

Total

\$84.00 \$84.00

Payment Received

562108

APR#: REF#: APPROVED-THANK YOU APROUVEE-MERCI

 Sub Total
 \$74.34

 SHST
 13%

 \$9.66

All Amounts in CAD.
Deliv. Date=Receipt Date
HST / GST 139759708

Explorer Hotel 4825 49 Street (867) 873-3531

PURCHASE

EXPIRY XX/XX

AUTH CODE: 545620 OK
MERCHANT# INTEREXP
DATE: 06/19/12 19:36:16
CHECK 67614 TABLE

30

SUBTOTAL \$ 60.90

TIP \$----

TOTAL \$----

** CUSTOMER COPY ***