

Robert W. Ward, President & CEO - 2012 4th Quarter Expense Report

January 1, 2013 to March 31, 2013

Date

Purpose

Cost

15-Jan-13 to 17-Jan-13

Travel to Montreal to attend Association of Legal Aid Plans of Canada Executive Meeting	
Accommodation	\$392.70
Hospitality	\$0.00
Meals	\$57.50
Transportation	\$40.00
Other	\$0.00
Total	\$490.20

Summary of Expenses

Accommodation	\$392.70
Hospitality	\$0.00
Meals	\$57.50
Transportation	\$40.00
Other	\$0.00
Total Expenses (Q4 - 2012/13)	\$490.20

Signature:

Date:

RECEIVED
 JAN 30 2013
 LAO ACCOUNTING

TRAVELLING AND OUT OF POCKET EXPENSES

RECEIVED
 JAN 30 2013
 FINANCE - CIBERNO

Robert Ward													
NAME	DATE	DETAILED DESCRIPTION OF EXPENSE <small>(Include Purpose, Place, # of people, Names & Titles)</small>	EXP CODE	COST CENTRE	HOTEL	HOSPITALITY	MEALS	TRANSPORT	OTHER	KMS		AMOUNT	
										S \$0.40	N \$0.41		
	January 15-16, 2013	Association of Legal Aid Plans of Canada Executive Meeting in Montreal on Jan 16-17, 2013 Accommodations at Hyatt Regency Montreal (1255 Rue Jeanne-Mance Montreal) on January 15-16, 2012	61100	891000	392.7							392.70	
	January 15-16, 2013	Parking at Hyatt Regency Montreal	61100	891000								40.00	
	January 15, 2013	Dinner (claiming standard rate per policy)	61100	891000			20.00					20.00	
	January 16, 2013	Breakfast (claiming standard rate per policy)	61100	891000			8.75					8.75	
	January 16, 2013	Dinner (claiming standard rate per policy)	61100	891000			20.00					20.00	
	January 17, 2013	Breakfast (claiming standard rate per policy)	61100	891000			8.75					8.75	
										TOTAL KMS	0	0	0.00
										SUBTOTAL		490.20	
										(LESS ADVANCE)		0.00	
										TOTAL		490.20	

** By signing this expense claim it is understood that the supervisor and/or manager who approves this claim have read and understands Legal Aid Ontario's Travel, Meal and Hospitality Expenses Policy. The supervisor and/or manager acknowledges that 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 EXPENSES WERE INCURRED.

<p>FOR PROVINCIAL OFFICE USE</p> <p>APPROVED</p> <p><i>Jan 25/13</i> DATE</p> <p>_____ SIGNATURE</p> <p>_____ TITLE</p>	<p>CERTIFIED</p> <p>_____ CLAIMANT'S SIGNATURE</p> <p>_____ SUPERVISOR'S SIGNATURE**</p> <p style="text-align: right;">52.52</p>
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203696/19



Hyatt Regency Montreal
1255, Rue Jeanne-Mance, C.P. 130
Montreal (Quebec) H5B 1E5
Tel: (514) 982-1234
Fax: (514) 285-1243

INVOICE

Payee Mr Robert Ward

[Redacted]
Canada

Membership [Redacted]

Bonus Code

Confirmation No. [Redacted]

Group Name

Room No. 0805
Arrival 01/15/13
Departure 01/17/13
Page No. 1 of 2
Folio 783332
Invoice

T.P.S./G.S.T# 807214218
T.V.Q./P.S.T# 1214207601

Date	Description		Charges	Credits
01/15/13	Chambre (Room)		165.00	ROOM
01/15/13	TTQ		5.78	
01/15/13	TPS (GST)		8.54	
01/15/13	TVQ (PST)		17.03	
01/16/13	Charge Divers	P.DEJ SACX	29.24	Breakfast*
01/16/13	Chambre (Room)		165.00	ROOM
01/16/13	TTQ		5.78	
01/16/13	TPS (GST)		8.54	
01/16/13	TVQ (PST)		17.03	
01/17/13	SAC Aliment (R/S Food) -B	[Redacted]	29.24	Breakfast*
01/17/13	American Express	[Redacted]		451.18

Votre compte Gold Passport à été crédité pour ce séjour.
Your Gold Passport account has been credited for this s

Total 451.18 451.18

Balance 0.00

TTQ 11.56 TVQ (PST) -S. 2.54
TPS (GST) 17.08 0.00
TVQ (PST) 34.06 0.00
- SAC PDejeu 1.27 0.00

WE HOPE YOU ENJOYED YOUR STAY WITH US!

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 or the full amount of these charges.

* claimed standard rate of \$ 8.75 per policy

ch

-----RELEVÉ DE TRANSACTION-----

STATIONNEMENT
COMPLEXE DES JARDINS

Billet # B92315017

Emis 2013-01-15 22:35:46
Valide 2013-01-17 14:49:59

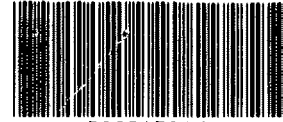
TYPE ACHAT

 40,00 \$

NO DE CARTE: 4500 **** 5112
DATE/HEURE: 2013-01-17 14:49:59
AUTOK: 08/669
Ins: 15646098424485518

Heure de sortie maximum permise
18-Janv-13 03:59:59
Numero IVQ: 109024/812
Numero IPS: R144324/95

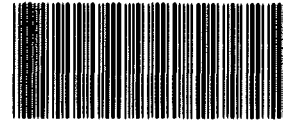
IPS: R104218516
IVQ: 1000389753



B92315017

BIENVENUE
CONSERVEZ VOTRE BILLET
POUR PAYER AU GUICHET
PRES DES ASCENSEURS
MERCİ

Stationnement
2013/01/15 22:35

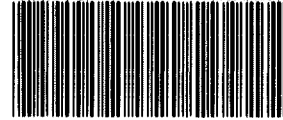


Conservez
pour sortir

VALIDE POUR UNE SORTIE
SEULEMENT

ONLY FOR ONE EXIT

Robotronique Inc. Robotronique Inc.



B92315017