

Office of the Information and Privacy Commissioner of Alberta
 Jill Clayton, Commissioner
 Expenses Processed April 1 - May 31, 2013

Travel Expenses

Date Expenses Incurred	Destination	Description/Rationale	Transportation	Accommodation	Meals ¹	Other ^{1,2}	Total
May 8	Toronto, ON	Speaking engagement at the Centre for Information Policy Leadership Accountability meeting.	\$ 236.09	\$ -	\$ -	\$ -	\$ 236.09
May 9 - 11	Vancouver, BC	Speaking engagement at the Canadian Life and Health Insurance Association Conference. (Airfare will be reimbursed by Organization).	528.41	-	-	-	528.41
Total			\$ 764.50	\$ -	\$ -	\$ -	\$ 764.50

¹ Where receipts are not provided, per diem rates are claimed.

² "Other" includes conference fee, taxis, parking, telephone long distance and daily incidental per diem allowance.

Hospitality/Working Session Expenses

Date Expenses Incurred	Description/Rationale	Hospitality	Working Session	Total
Total		\$ -	\$ -	\$ -

Executive Vehicle Expenses

Date Expenses Incurred	Description/Rationale	Total
Apr 1 - May 31	Fleet vehicle lease - vehicle provided to Commissioner	\$ 966.00
Apr 1 - May 31	Gasoline/Maintenance	126.49
Total		\$1,092.49
Total Expenses		<u>\$1,856.99</u>

XG	Goods and Services Tax (GST)	CAD 34.81
RC	Harmonized Sales Tax (HST)	CAD 3.25
CA	Air Travellers Security Charge (ATSC)	CAD 14.25
YQ	Other air transportation charges	CAD 64.00
SQ	Airport Improvement Fee (AIF)	CAD 70.00

Total airfare: CAD 186.31

Fare family benefits

YEG-YYZ: Econo Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$17.25* †
- \$75-\$86.25 itinerary change fee + applicable fare difference †
- \$75-\$86.25 name change fee †
- \$75-\$86.25 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † fees include approximate taxes

Fare family benefits

YYZ-YVR: Econo Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$17.25* †
- \$75-\$86.25 itinerary change fee + applicable fare difference †
- \$75-\$86.25 name change fee †
- \$75-\$86.25 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † fees include approximate taxes

Fare family benefits

YVR-YEG: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

236.09
 528.41
764.50

724.50
 40.00
764.50

Seats

Regular seat	WS 434 YEG - YYZ Seat 7D Ms Jill Clayton	CAD 15.00 + CAD 0.75 Tax
Regular seat	WS 719 YYZ - YVR Seat 6B Ms Jill Clayton	CAD 15.00 + CAD 0.75 Tax
Regular seat	WS 180 YVR - YEG Seat 7D Ms Jill Clayton	CAD 10.00 + CAD 0.50 Tax

~~724.50~~
 19.31

Total

Charged to MASTERCARD XXXX XXXX XXX	CAD 42.00
Charged to MASTERCARD XXXX XXXX XX	CAD 759.31
Total	CAD 801.31

Important Information

Audrey Palmer

From: Cindy Watson
Sent: April-16-13 2:33 PM
To: Audrey Palmer
Subject: FW: Reservation Confirmation

Here you go...

From: noreply@itinerary.westjet.com [mailto:noreply@itinerary.westjet.com]
Sent: April 9, 2013 10:23 AM
To: Cindy Watson
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary.
Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight.
This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: **ARDXAT**

Main contact: **Ms Jill Clayton**
E-mail: cwatson@oipc.ab.ca
Phone Number

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Guest

Ms. Jill Clayton Flight **Edmonton (YEG)-Toronto (YYZ), Toronto (YYZ)-Vancouver (YVR), Vancouver (YVR)-Edmonton (YEG)**
WestJet FF
Ticket Number **TN8382188920896**
Seat **YEG-YYZ: 7D; YYZ-YVR: 6B; YVR-YEG: 7D**

Air Itinerary Details

WS434 WestJet	Edmonton, CA Wed, 08 May 2013, 10:00 AM	Toronto, CA Wed, 08 May 2013, 03:38 PM	Fare type: Econo Non-stop
WS719 WestJet	Toronto, CA Thu, 09 May 2013, 06:00 PM	Vancouver, CA Thu, 09 May 2013, 08:01 PM	Fare type: Econo Non-stop
WS180 WestJet	Vancouver, CA Sat, 11 May 2013, 01:30 PM	Edmonton, CA Sat, 11 May 2013, 03:55 PM	Fare type: Flex Non-stop

Fare Breakdown

Guest Type	Base Fare per guest	Taxes and fees per guest	Total Fare per guest	Number of guests	Total Fare
adult	CAD 573.00	CAD 186.31	CAD 759.31	x 1	CAD 759.31

Total airfare: CAD 759.31

Tax Details

Rate Code	Description	Amount
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new year

Office of the Information & Privacy Commissioner
Finance
#410, 9925 - 109 Street
Edmonton, AB T5K2J8
Office of the Information & Privacy Commissioner

Account Number:
Invoice Number: FM036267
Invoice Due Date: 01-May-2013
Invoice Date: 18-Apr-2013
GST Reg: 11940 6502 RT0028

Charge Group	Billed
Fuel	\$57.71
Program Fee	\$6.75
PST/QST	\$0.00
GST/HST	\$0.00
Net Invoice Total:	\$64.46

Message Centre

Did you know that Jim Pattison Lease now offers e-billing? You can now go paperless and access your bills online, 24/7. Interested? Contact your local customer service rep today.

Tax Summary

Prov	PST/QST	GST/HST	HST - Prov Portion
AB	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	

Taxes included in the Invoice.

Office of the Information & Privacy Commissioner
OOBA

Officer Approval: *W. Cheek*
for: *April 22/13.*

AMOUNT
\$64.46

AMOUNT	Fund	Dept.	Proj. Code

Voucher # _____ Project Code _____

*** Please remove and submit the section below with your payment ***

Account Number:
Invoice Number: FM036267
Invoice Due Date: 01-May-2013
Net Invoice Total: \$64.46

Payment Amount
Please write in the amount of your payment

Remit To:
Jim Pattison Lease - Accounts Receivable
1235-73rd Ave SE
Calgary, AB T2H 2X1

Attention: Finance
Office of the Information & Privacy Commissioner
#410, 9925 - 109 Street
Edmonton, AB T5K2J8

Fleet Invoice

Customer Number:
Customer: Office of the Information & Privacy Commissioner

Invoice #: **FM 036267**
Invoice Due Date: 01-May-2013
Invoice Date: 18-Apr-2013
Invoice Group: Office of the Information & Privacy Commissioner

Cust CC/Unit Int	Plate / Use Prov VIN	Driver Name / Vehicle Description	Supplier Trans Transaction Date	Card #	Supplier Trans Location	Charge Description	QTY	Cost/Unit	Amt	PST/QST	GST/HST	Total
		Fuel	0070419			SUNCOR ENERGY PRODUCTS 9936 106 STREET EDMONTON AB SUPER UNLEADED	56.80	\$1.24	\$57.71			
			4/1/2013 17:42:00						\$57.71	\$0.00	\$0.00	\$57.71
									Fuel Total	\$57.71	\$0.00	\$57.71
		Program Fee			JPL							
			5/1/2013			PROGRAM FEE - 01 MAY 2013	1.00	\$6.75	\$6.75	\$0.00	\$0.00	\$6.75
									Transaction Total	\$6.75	\$0.00	\$6.75
									Program Fee Total	\$6.75	\$0.00	\$6.75
									Customer Unit Total	\$64.46	\$0.00	\$64.46

Office of the Information & Privacy Commissioner Finance #410, 9925 - 109 Street Edmonton, AB T5K2J8 Office of the Information & Privacy Commissioner	Account Number: Invoice Number: FM037170 Invoice Due Date: 01-Jun-2013 Invoice Date: 21-May-2013 GST Reg: 11940 6502 RT0028
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Charge Group	Billed
Fuel	\$55.28
Program Fee	\$6.75
PST/QST	\$0.00
GST/HST	\$0.00
Net Invoice Total:	\$62.03

Message Centre

Did you know that Jim Pattison Lease now offers e-billing? You can now go paperless and access your bills online, 24/7. Interested? Contact your local customer service rep today.

Tax Summary

Prov	PST/QST	GST/HST	HST - Prov Portion
AB	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	

Taxes included in the invoice.

Office of the Information & Privacy Commissioner
OOBA

Exp. Officer Approval: *[Signature]*
Date: *May 27/13*

Vendor: _____

Account: _____ Fund: _____ Dep: _____ Program: _____

Cheque # _____ Project Code: _____

Amount: **\$62.03**

copy for bill file

*** Please remove and submit the section below with your payment ***

Account Number:
Invoice Number: FM037170
Invoice Due Date: 01-Jun-2013
Net Invoice Total: \$62.03

Payment Amount **\$62.03**
Please write in the amount of your payment

Attention: Finance
Office of the Information & Privacy Commissioner
#410, 9925 - 109 Street
Edmonton, AB T5K2J8

Remit To:
Jim Pattison Lease - Accounts Receivable
1235-73rd Ave SE
Calgary, AB T2H 2X1

Fleet Invoice

Customer Number:
Customer: Office of the Information & Privacy Commissioner

Invoice #: **FM037170**
 Invoice Due Date: 01-Jun-2013
 Invoice Date: 21-May-2013
 Invoice Group: Office of the Information & Privacy Commissioner

Cust CC/Unit	Plate / Use Prov	Driver Name / Vehicle Description	Supplier Trans Card # Transaction Date	Supplier Trans Location	Charge Description	QTY	Cost/Unit	Amt	PST/QST	GST/HST	Total
JPL Unit	****										
		Fuel	0084265 4/27/2013 09:34:00	EDMONTON AB	SUNCOR ENERGY PRODUCTS 9936 109 STREET SUPER UNLEADED	54.90	\$1.23	\$55.28			
								Transaction Total	\$55.28	\$0.00	\$55.28
								Fuel Total	\$55.28	\$0.00	\$55.28
		Program Fee	6/1/2013	JPL							
					PROGRAM FEE - 01 JUN 2013	1.00	\$6.75	\$6.75	\$0.00	\$0.00	\$6.75
								Transaction Total	\$6.75	\$0.00	\$6.75
								Program Fee Total	\$6.75	\$0.00	\$6.75
								Customer Unit Total	\$62.03	\$0.00	\$62.03