

Office of the Information and Privacy Commissioner of Alberta  
 Cara-Lynn Stelmack, Director- Mediation & Investigation  
 Expenses Processed June 1, 2016 - July 31, 2016

**Travel Expenses**

Date Expenses Incurred	Destination	Description/Rationale	Transportation <sup>1</sup>	Accommodation	Per Diems <sup>2</sup> (no receipts)	Meals (with receipts)	Other <sup>3</sup>	Total
July 25-27	Edmonton	Trip to Edmonton OIPC office for meeting	\$ 139.04	\$ 155.32	\$ -	\$ 21.89	\$ -	\$ 316.25
<b>Total</b>			<b>\$ 139.04</b>	<b>\$ 155.32</b>	<b>\$ -</b>	<b>\$ 21.89</b>	<b>\$ -</b>	<b>\$ 316.25</b>

<sup>1</sup>Transportation includes: airfare, mileage, rental vehicle, Red Arrow

<sup>2</sup>Where receipts are not provided, Government of Alberta approved per diem meal rates and daily incidental rates are claimed.

<sup>3</sup>"Other" includes taxis, parking, telephone long distance and other sundry travel costs supported by receipts.

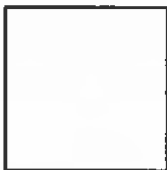
**Hospitality/Working Session Expenses**

Date Expenses Incurred	Description/Rationale	Hospitality	Working Session	Total
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>				<b><u>\$ 316.25</u></b>

**Audrey Palmer**

**From:** Cara-Lynn Stelmack  
**Sent:** August-10-16 11:06 AM  
**To:** Audrey Palmer  
**Subject:** FW: Invoice for Red Arrow for CLS

**From:** Red Arrow Reservations [mailto:itinerary@redarrow.ca]  
**Sent:** July 26, 2016 8:00 AM  
**To:** Cara-Lynn Stelmack  
**Subject:** Invoice



**Invoice**

Date: 2016-07-26

B# To:

OFFICE OF INFORMATION & PRIVACY (106908)  
 410, 9925 - 109th STREET  
 EDMONTON, ABT5K 2J8

You can reach us at:

Order#	Ordered	Customer#	P.O.	Group Name	Departing	Returning	Sales Rep	Sales Agent
1554308	2016-07-19		-	-	2016-07-25	2016-07-27	-	Website User

Travellers:

stelmack/cara

*#139.04*

*Toward meeting in our  
 OIPE Edmonton office*

Product	Details	Duration	Price Basis	Qty	Each	Billed
CALEDM 12:00 YYC Assigned to: 08A	Departs Calgary (CALTO / Calgary Ticket Office) 2016-07-25 at 12:00 Arrives Edmonton (EDMCEDAR / Best Western Cedar Park Inn) 2016-07-25 at 15:50	3 hrs 50 mins	Corporate 1	1	69.52	69.52
EDMCAL 12:00 YYC Assigned to: 08A	Departs Edmonton (EDMTO / Edmonton Ticket Office) 2016-07-27 at 12:00 Arrives Calgary (CALTO / Calgary Ticket Office) 2016-07-27 at 16:05	4 hrs 5 mins	Corporate 1	1	69.52	69.52

Payments Received:

Date	From	Reference	Amount
2016-07-19	OFFICE OF INFORMATION & PRIVACY (106908)	MasterCard *****ç	139.04 CAD

Base Price: 139.04 CAD  
 Discounts: 0.00 CAD  
 Service Charges: 0.00 CAD  
 Invoice Total: 139.04 CAD  
 Commission: 0.00 CAD  
 Received: 139.04 CAD  
 Balance: 0.00 CAD

TERMS: DUE UPON RECEIPT

**INFORMATION INVOICE**

Folio No: 257672

Guest Name:

\* Calgary AB T3L 2G8

Mrs Cara Stelmack

Room Number: 0706  
 Arrival Date: 07-26-16  
 Departure Date: 07-27-16  
 Page No: 1 of 1

08-10-16

Date	Description	Charges	Credits
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07-26-16	Room Service	Room# 0706 : CHECK# 1868	22.98
07-26-16	Room Revenue		145.00
07-26-16	Destination Marketing Fee - 3%		4.35
07-26-16	Tourism Levy - 4%		5.97
07-26-16	Room GST - 5%		7.47
07-27-16	Mastercard	05/18	185.77

Total	Balance
185.77	0.00
185.77	

Signature: \$185.77  
 #155.32  
 # 7.47 GST  
 #21.89  
 #1.09 GST

I agree that my liability for all charges is not waived and 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. G.S.T. #105631154 RT 0008

Matrix Hotel  
M2 Lounge  
10640-100 Avenue  
GST # 866344302

18 HARLEY 5 NIESHA

Check: 1868  
Guests: 1

07/26/2016 06:44PM

1 TANDORI WRAP 17.00

house salad

Grat 17% 2.89

Delivery Charge 2.00

Room Charge 22.98

0706

0706/STELMACK

Subtotal 17.00

G.S.T. 1.09

Service Chrg 4.89

Payment 22.98

Change Due \$0.00

----- Check Closed -----  
07/26/2016 07:19:03PM

68.12#  
1.09  
69.21#  
86.22#