

Travel Expense Chart

Employee Name	Renee Barrette	
Employee Title	Director of Policy	
Date of Travel	December 7-10, 2014	
Destination (s)	Pittsburgh, PA	
Purpose	COGEL Conference	
Related Costs:		
Airfare	\$	328.47
Accommodation	\$	512.58
Meals	\$	206.19
Other transportation (taxis)	\$	191.98
Hospitality		
Other expenses (baggage fee)	\$	26.25
Total:	\$	1,265.47

OMNI HOTELS & RESORTS

1

OMNI WILLIAM PENN HOTEL
530 WILLIAM PENN PLACE
PITTSBURGH PA 15219

Tele- Fax-

BARRETTE, RENEE

Room Number: 1613
Daily Rate: 128
Room Type: DDNSIG
No. of Guests: 1 / 0

Toronto		ARRIVAL	DEPARTURE	CREDIT CARD	RATE CODE	MKT GROUP	ACCOUNT
12/07/14	12/10/14				GGOVT	GGOVT	17001318533
DATE	ROOM NO.	DESCRIPTION	REFERENCE	AMOUNT			

12/07/14	1613	ROOM CHARGE	#1613 BARRETTE, RENEE	\$128.00			
12/07/14	1613	COUNTY OCCUPANCY TAX 7%	COUNTY OCCUPANCY TAX 7%	\$8.96			
12/07/14	1613	STATE RAD TAX 1%	STATE RAD TAX 1%	\$1.28			
12/07/14	1613	STATE HOTEL TAX 6%	STATE HOTEL TAX 6%	\$7.68			
12/08/14	1613	ROOM CHARGE	#1613 BARRETTE, RENEE	\$128.00			
12/08/14	1613	COUNTY OCCUPANCY TAX 7%	COUNTY OCCUPANCY TAX 7%	\$8.96			
12/08/14	1613	STATE RAD TAX 1%	STATE RAD TAX 1%	\$1.28			
12/08/14	1613	STATE HOTEL TAX 6%	STATE HOTEL TAX 6%	\$7.68			
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12/09/14	1613	STATE HOTEL TAX 6%	STATE HOTEL TAX 6%	\$7.68			
12/10/14	1613	VISA	VISA #4082	(\$437.76)			

Cdn: \$512.58

CREDIT DUE: (\$0.00)

#2

RECEIPT

CAR NO.: 235 H.S.T NO.: _____

FROM: _____ 15 Etos

TO: Toronto, Pearson

DATE: Dec 7/14 AMOUNT \$ 72.45

SIGNATURE: [Signature]

AEROPORT TAXI
& LIMOUSINE SERVICE
849 WESTPORT CRES
MISSISSAUGA, ON L5T1E7
905-624-2424
www.aerporttaxi.com

SALE

MID: 5665635
TID: 307 REF#: 00000013
Batch #: 070
12/07/14 14:24:25
APPR CODE: 052197
VISA Chip
***** **/**

AMOUNT \$63.00
TIP \$9.45
TOTAL \$72.45

APPROVED

VISA CREDIT
AID: A0000000031010
TVR: 00 80 00 80 00
TSI: F8 00

THANK YOU
PLEASE COME AGAIN

CUSTOMER COPY

#3

* COPY *
Yellow Cab/City
Cab
Cab #469
(412)321-8100
Pittsburgh, PA
12/07/14 18:35

DIST.... 19.70
FARE...\$ 37.25
TAX...\$ 0.40
TIP...\$ 6.10
EXTRAS.\$ 3.00

TOTAL..\$ 46.75

Visa xxxx4082
MID 445100500997
Auth 000958

Sign Here:

Cdn: \$54.53

David Goodie
Renee Barrette

#4

Six Penn Kitchen
146 Sixth Street
412-566-PENN
www.sixpennkitchen.com

259 David

Tbl 20/9 Chk 2307 Gst 1
Dec08'14 06:47PM

Dine In

1 Bolognese 24.00 ✓

*minus
(alcohol)*

Subtotal 34.20
Tax 2.39
08:34PM Total 36.59

Food 1.68 ✓
Liq/Beer 0.71

SHOP WHILE YOU DINE!
ASK YOUR SERVER ABOUT
OUR HOLIDAY GIFT CARD
BONUS PROGRAM.
Happy Holidays!

25.68
+ 5.00 TIP
30.68

Cdn: 35.92

Six Penn Kitchen
146 Sixth Street
412-566-PENN
www.sixpennkitchen.com

Date: Dec08'14 08:39PM
Card Type: Visa
Acct #: XXXXXXXXXXXXX
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: DID002847138597
Auth Code: 075471
Check: 2307
Table: 20/9
Server: 259 David

Subtotal: 36.59
Tip: 5.00
Total: 41.59

Barrette

#5

Il Pizzaiolo
8 Market Square
Pittsburgh, PA 15222

2008 Nicole P

Chk 8876 B.7.6.5.4 Gst 0
Dec09'14 12:21PM

Dine In

1 Republic Tea 5.00
2 Pizza BREAD 0.00
1 Diavola 18.00
2 Pros e Arugula 42.00
1 Espresso 3.00

Subtotal 68.00
Tax 4.76
01:13PM Total 72.76

Sales Tax 4.76

Il Pizzaiolo
8 Market Square
Pittsburgh, PA 15222

Date: Dec09'14 01:14PM
Card Type: Visa
Acct #: XXXXXXXXXXXXX
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: FIF002854229909
Auth Code: 028808
Check: 8876
Check ID: B.7.6.5.4
Server: 2008 Nicole P

Subtotal: 72.76

Tip: 12.00

Total: 84.76

*Brian Beamin
David Goodis
Renee Barrette*

Cdn: \$98.75

#6

SHARP EDGE
BEER BISTRO PENN
0362d TABLE 201 #Party 1
JEAN-PAUL W SvrCk: 20 6:33p 12/09/14
Separate checks: 6-of-9

1 BUFFALO BURGER, medium,
w/frites 14.50 ✓
Sub Total: 20.00
Sales Tax : 1.02 ✓
Alcohol Tax : 0.39
12/09 8:38p TOTAL: 21.41

On the Web
sharpedgebeer.com

0362
Server: JEAN-PAUL W (#141) Rec:114
12/09/14 20:38, Swiped T: 201 Term: 4

SHARP EDGE BISTRO PENN
922 PENN AVE
PITTSBURGH, PA 15222
(412)338-2437
MERCHANT #:

CARD TYPE ACCOUNT NUMBER
VISA XXXXXXXXXXXX
Name: RENEE BARRETTE
00 TRANSACTION APPROVED
AUTHORIZATION #: 099720
Reference: 1209010000362
TRANS TYPE: Credit Card SALE

CHECK: 21.41
TIP: 4.00 ✓
TOTAL: 25.4
\$19.52 US

Barrette

Cdn: \$22.74

** TGI FRIDAY'S #1500 **
PITTSBURGH AIRPORT, PA

#7

88 JANINE L

Tb1 80/1 Chk 462 Gst 1
Dec10'14 04:13PM
*** Memo Check ***

Bnq/Catering

1 WATER 0.00
2 CHICKEN QUESAD 20.80 ✓
1 PECAN CK SAL 11.60 ✓
Food 32.40 ✓
Beer 18.57
Tax 3.57 2.27 Tax
05:23PM Amt. Due 54.54

For your convenience we are
providing the following \$ 34.67
gratuity calculations:

15% is \$7.65
18% is \$9.17
20% is \$10.19

EVERYONE LOOKS FORWARD TO
TGI FRIDAYS!!!!

WE WELCOME YOUR COMMENTS
THANKS FOR DINING AT THE PGH
AIRPORT - G.H. MISSY MINOZZI
CALL 412-512-1180

** TGI FRIDAY'S #1500 **
PITTSBURGH AIRPORT, PA

Date: Dec10'14 05:29PM
Card Type: VISA
Acct #: XXXXXXXXXXXX
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: C1C010937042827
Auth Code: 070970
Check: 462
Table: 80/1
Server: 88 JANINE L

Brian Beamish
David Goodie
Renee Barrette
Subtotal: 54.54 US
TIP \$ 7.00 41.67
TOTAL \$ 61.54

Barrette Cdn 48.78
S

#8

19 RECEIPT

CAR NO.: _____ H.S.T NO.: _____

FROM: _____ 462

TO: ST. _____ 5 (HOME)

DATE: Dec 10, 2014 AMOUNT \$ 65⁰⁰

SIGNATURE: _____

#9 a

Passenger: 1 Ticket number 014 2140 571638

Date of issue

24-Oct 2014

Fare Amount in Canadian dollars:

419.00

(including navigational & other charges)

Less Credit # < 324.00 >

Taxes, Fees & Charges

Canada Goods and Services Tax (GST/HST #10009-2287) (XG)

20.21

Combined Taxes *see fare calculation below (XT)

72.01

Total Fare in Canadian dollars:

← 187.22A

Options

Change fee in Canadian dollars

125.00

Canada Harmonized Sales Tax (HST #10009-2287) (RC)

16.25

Ticket particularities:

AC ONLY/NONREF/CHGFEE -BG:AC

\$ 328.47

***Fare calculation:**

07DEC14YTO AC PIT Q7.50R212.00AC YTO Q7.50R192.00CAD419.00
END ROE1.00 XT40.26US8.05XY6.33YC6.44AY5.75XA PD12.10CA1.35XG
3.25RC25.00SQ XF5.18PIT4.50

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287

RC Canada Harmonized Sales Tax (HST) #10009-2287

XQ Quebec Sales Tax (QST) #1000-043-172

Credit from unused ticket Dec 7-11, 2013

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Please read important information and notices regarding Air Canada's general conditions of carriage.

Important Information & Conditions

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation and US Secure Flight Program US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Residents - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: KPXF7E

Name: Ms Renee Barrette
E-mail RENEE.BARRETTE@IPC.ON.CA
Form of payment: CCVXXXXXXXXXXXX8683
 CC VXXXXXXXXXXXX

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8036	Toronto Pearson (YYZ)	Pittsburgh (PIT)	DH1	W	Confirmed
<i>Operated by:</i>	Sun 07-Dec 2014	Sun 07-Dec 2014			
<i>Air Canada Express-Jazz</i>	16:30 - TERMINAL T1	17:47			
AC8039	Pittsburgh (PIT)	Toronto Pearson (YYZ)	DH1	W	Confirmed
<i>Operated by:</i>	Wed 10-Dec 2014	Wed 10-Dec 2014			
<i>Air Canada Express-Jazz</i>	18:10	19:26 - TERMINAL T1			

Passenger Information

Passenger 1
Name: Ms Renee Barrette
Frequent Flyer Pgm: Ms Renee Barrette
Ticket number: 014 2140 571638
Program number:

Purchase Summary

Renee Barrette

10

From: Air Canada <confirmation@aircanada.ca>
Sent: Sunday, December 07, 2014 7:54 AM
To: Renee Barrette
Subject: Air Canada - Receipt - Baggage Fee

Your fees have been successfully collected.

Departure Date: 2014-12-07

Passenger: RENEE BARRETTE
Departure city: TORONTO-T1 YYZ
Destination city: PITTSBURGH PIT

Fee Breakdown:

Excess baggage fee (1 piece): 25.00 CAD

GST: 1.25 CAD

Total CAD: 26.25 CAD

Form of payment used: Visa XXXXXXXXXXXXX

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!
Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More, <http://services.aircanada.com/portal-web/mobile/static/mobileplus.html>

You can view all your available Air Canada mobile+ messages here:
<http://mymessages.aircanada.com/en/bawLE6PoatLor5OIUH68Fg>

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