

Travel Expense Chart

Employee Name	Sherry Liang	
Employee Title	Assistant Commissioner, Tribunal Services	
Date of Travel	April 19 - 25, 2015	
Destination (s)	Toronto, ON	
Purpose	Travel to attend International Conference of Information Commissioners 2015	
Related Costs:		
Airfare	\$	1,767.88
Accommodation	\$	1,276.50
Meals	\$	171.33
Other transportation (taxis)	\$	134.54
Hospitality	\$	-
Other expenses (baggage fee)	\$	-
Total:	\$	3,350.25

Receipt #1

Subject: FW: travel expenses

From: Air Canada [mailto:confirmation@aircanada.ca]
Sent: Tuesday, April 14, 2015 9:55 AM
To: Sherry Liang
Subject: Air Canada - 19-Apr: Toronto - Santiago (booking ref:)

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



Itinerary/Receipt

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.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

[View your planner >](#)

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:
Ms Sherry Liang

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

At destination: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and Departures

1-888-422-7533

Alert me of flight status changes directly to my mobile phone or email.
Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* [Can my booking be changed online?](#)



Additional passenger information is required

Your current flight itinerary includes travel to a country that requires additional passenger information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

[Provide Response](#)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC092	Toronto, Pearson Int'l (YYZ) Sun 19-Apr 2015 22:40 - Terminal 1	Santiago, Arturo Merino Benitez (SCL) Mon 20-Apr 2015 10:20 - Terminal I (Int.)	0	10hr40	763	Flex, V	M,B
AC093	Santiago, Arturo Merino Benitez (SCL) Fri 24-Apr 2015 19:30 - Terminal I (Int.)	Toronto, Pearson Int'l (YYZ) Sat 25-Apr 2015 05:35 - Terminal 1	0	11hr05	763	Flex, V	M,B



B: Breakfast M: Meal (Non Specific)

Pre-order your onboard duty-free-items



You can pre-order your duty-free items now, and have them delivered directly to your seat on board. **Earn up to 2 Aeroplan Miles for every \$1 spent.** [Details](#)

[Provide Response](#)

- on flight AC092

You can pre-order duty-free items online for the following flight(s):



AC092: Toronto - (YYZ) to Santiago (SCL)

Passenger Information

1: Ms Sherry Liang : Adult (16+), Ticket Number: <input type="text"/>	
Air Canada - <input type="text"/>	Meal Preference : Regular
Aeroplan : <input type="text"/>	
Payment Card: XXXX-XXXX-XXXX- <input type="text"/>	Special Needs: None

Seat Selection: **None**

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Base Fare	1086.00
Surcharges	30.00
Carrier surcharges	560.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Chilean Intl. Arpt. Facility Charge	37.72
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	3.25
Air Travellers Security Charge (ATSC)	25.91
Total before options (per passenger)	1767.88
Number of passengers	x 1
Total with options	1767.88
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$1767.88

Payment Information

Credit/Debit Card xxxx-xxxx-xxxx- - Amount paid: **\$1767.88**
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$1767.88 (Air Transp. Charges - per adult)

Ticket number(s):

enRoute City Guide

Santiago

In a city where a high-rise skyline competes with immutable mountain peaks, local markets full of traditional craft goods mingle with designer boutiques and neighbourhood watering holes seem perfectly compatible with a frenetic supper-club culture, visitors learn to welcome contradiction...



[Read the complete guide](#)

Fare Rules

Departing Flight Toronto (YYZ) To Santiago (SCL) - **Flex**

Return Flight Santiago (SCL) To Toronto (YYZ) - **Flex**

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$150 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - Day of departure, at check-in or at the airport - \$100 CAD, per passenger, plus applicable taxes (no charge for fare difference) for same-day flights only.

2

AEROFLEET SERVICES

30-2601 MATHESON BLV E

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CAB.100

1.800.268.0905

416.449.4990

SALE

TID: PS472500 REF#: 00000005

Batch #: 893 SEQ: 001893005

04/19/15 20:24:00

Invoice #: 5

APPR CODE: 05729I

VISA

Chip

/

AMOUNT \$56.00

TIP \$8.40

TOTAL \$64.40

APPROVED

Visa Credit

AID: A0000000031010

TVR: 00 80 00 80 00

TSI: F8 00

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ACCORDANCE WITH ISSUER'S
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Check Detail

#3

RESTAURANTE CARUSO
CROWNE PLAZA HOTEL
SANTIAGO - CHILE
103 JF Caruso 4

55 /1 233 GST 1
20APR'15 19:47

1 Ensalada Mediter 6000
1 Copa de Vino 4500
1 Agua sin gas 2000
PROP.CARGO 1250
0406/Liang
CARGO HABITACION 13750 X
Subtotal 12500
PROPINA 1250
TOTAL 13750
-----103 CLOSED 20APR 20:19-----

→ alcohol removed

Total: 9250 CLP

#4

COMPROBANTE DE VENTA
TARJETA DE CREDITO

AT3L SANTIAGO WIND PA
SANTIAGO 276
SANTIAGO
59703003973 - F5 2.54
FECHA: 20/04/2015 HORA: 14:15:48 TERMINAL: 20E10243
NUMERO DE TARJETA: 20E10243 VI

Visa Credit
MONTO COMPRA : \$13.900
PROPINA : \$1.390
TOTAL: \$15.290
NUMERO DE OPERACION : 003616
CODIGO DE AUTORIZACION: 050291

GRACIAS POR SU COMPRA
COPIA CLIENTE
ACEPTO PAGAR SEGUN CONTRATO CON EMISOR

***** BOCANARIZ *****

MESA : M31
GARZON : BYRON
NUMERO : 00000
FECHA : 20/04/2015
HORA : 14:12:21

CANTIDAD	PRODUCTO	TOTAL
1,0	Empanaditas carne	4.500
1,0	Ceviche reineta	7.800
1,0	Porvenir c/G	1.600

SUBTOTAL 13.900
D*
TOTAL

PROPINA SUGERIDA 10% : 1.390
VALOR TOTAL CON PROPINA : 15.290

*** NO VALIDO COMO BOLETA ***
*** EXIJA SU BOLETA ***

#5

ADIC
8610

Fecha: 21/01/2012
Carzon: 23 DELVY RUIZ
Cantidad Descripción Precio

2.0	GRUJCHI BOLOGNESA/	3,499	6,998
1.0	ENSALADA SURTIDA	1,999	1,999
1.0	JUGO FUNGHI	1,399	1,399
1.0	LECHE VINO TIO	1,399	1,399
1.0	VITAL SIN GAS	1,499	1,499
1.0	JUGO FRUTILLA	1,699	1,699
4.0	MONEDA POR PERSONA	0	0

Total 23,590

De acuerdo a la Ley 20.729 La propina es Voluntaria y se sugiere el 10%

Propina 10% 2,359

TOTAL 25,949

COMPROBANTE INTERNO
NO VALIDO COMO BOLETA

3500

Gracias por su visita

Piccola Alm

$$11,995 = 12,000/2$$

$$= 6,000$$

1 Risotto Funghi 3499
 1 Vital con gas 1499
 1 Ensalada Surtida 1999
 1 Tip (2359/4) 589

 7586 CLP

Check Detail

#6

RESTAURANTE CARUSO
CROWNE PLAZA HOTEL
SANTIAGO - CHILE

103 JF Caruso 2

60 /1 262
21APR'15 6:23

1 DES INCLUIDO	9500
PROP.CARGO	950
0406/Liang	
CARGO HABITACION	10450 X
Subtotal	9500
PROPINA	950
TOTAL	10450

-----103 CLOSED 21APR 6:59-----

#7

*** RESTAURANTE GABRIELA ***

Av. Bernardo O'Higgins 227, Stgo
Telefono (02) 6386643

Mesa : 130

Fecha : 22-04-2015

Garzon : R MIGUEL

Comanda : 103828

DETALLE DE MESA

CANT	ARTICULO	
6	Cubiertos mayores	\$ 0
① 3	PASTEL DE JAIBA	\$ 19,800
3	RISOTTO DE CHAMPINONES	\$ 17,700
① 3	AGUA MINERAL CON GAS 338	4,200
1	COCA COLA LIGHT	\$ 1,400
2	COCA COLA	\$ 2,800

1 Pastel de Jaiba 6600
 1 Agua Min. Con Gas 1400
 1 Tip (4590/6) 765
 8765 CLP

SUBTOTAL \$ 45,900
 Dcto. \$ 0
 Recargo \$ 0
 TOTAL A PAGAR \$ 45,900

PROPINA SUGERIDA 10% \$ 4,590

TOTAL CON PROPINA \$ 50,490

NO VALIDO COMO BOLETA

Check Detail

#9

ROOM SERVICE
CROWNE PLAZA HOTEL
SANTIAGO - CHILE
103 JF Caruso 2

406 /1 467 GST 1
SRTA.LIANG
23APR'15 21:03

1 Ens de la Nona 12800
PROP.CARGO 1280
0406/Liang
CARGO HABITACION 14080 X
SUBTOTAL 12800
PROPINA 1280
TOTAL 14080
-----103 CLOSED 23APR 22:21-----

#10

FALC-95 #0054720

Fecha 20/04/2015

de 19:51 a 19:56

TARIFA

B.Bandera #0300

c/200m #0120

c/60seg. #0120

TOTAL A PAGAR

B.Bandera # 0300

001400mts #00640

0000 m.c. #00000

TOTAL# 01140

#11

*** RESTAURANTE GABRIELA ***

Av. Bernardo O'Higgins 227, Stgo
Telefono (02) 6386643

Mesa :103 Fecha : 24-04-2015
Garzon : R ARON
Comanda : 104296

DETALLE DE MESA

CANT	ARTICULO		
1	Cubiertos mayores	\$	0
1	ENSALADA DE QUINOA	\$	5,500
1	AGUA MINERAL CON GAS 33\$	\$	1,400
1	ESPRESSO	\$	1,200
1	CREMA QUEMADA	\$	2,900
		SUBTOTAL \$	11,000
		Dcto. \$	0
		Recargo \$	0
		TOTAL A PAGAR \$	11,000
		<hr/>	
		PROPINA SUGERIDA 10% \$	1,100
		TOTAL CON PROPINA \$	12,100

NO VALIDO COMO BOLETA

#12

BJZ6-41 #0048985

Fecha 24/04/2015

de 16:14 a 16:23

TARIFA

B.Bandera \$0300

c/200m \$0120

c/60seg. \$0120

TOTAL A PAGAR

B.Bandera \$ 0300

001400mts \$00840

0004 min. \$00480

+-----

TOTAL \$ 01620

CEL.6-370 1174

HUGO OYARCE

Sherry Liang
Information And Privacy Commission
2 Bloor Street East Suite 1400
Toronto M4W 1A8

Membership PC
AR Number
Group

Room **0406** Page 1 / 1
Arrival 20-04-15 User OCISTERNAS
Departure 24-04-15

alcohol removed →

	Date	Description	Debits	Credits
# 3	20-04-15	Alimentos y Bebidas Line# 0406 : CHECK# 0010233	11,754.20	→ 7907.37
# 13	20-04-15	1000 *Accommodation	140,315.17	
# 6	21-04-15	Alimentos y Bebidas Line# 0406 : CHECK# 0010262	8,933.19	
# 13	21-04-15	1000 *Accommodation	164,824.37	
# 13	22-04-15	1000 *Accommodation	164,824.37	
# 13	23-04-15	5182 Diference Exchange Rate	4,134.13	
# 9	23-04-15	Alimentos y Bebidas Line# 0406 : CHECK# 0020467	12,036.30	
# 13	23-04-15	1000 *Accommodation	161,760.72	

Total USD : \$1,081.64
Exchange Rate : \$618.12

Total: 668,582.45 0.00

Balance: 668,582.45

Thank you for staying at [[resort_name]]. Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihgrewardsclub.com/review. We look forward to welcoming you back soon.

Guest Signature : _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill 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. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

#14

AEROFLEET SERVICES

30-2601 MATHESON BLV E

MISSISSAUGA ON

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CAB.94

1800.268.0905

416.449.4990

SALE

TID: PS472494 REF#: 00000002

Batch #: 715 SEQ: 001715002

04/25/15 06:50:00

Invoice #: 2

APPR CODE: 036911

VISA

Chip

AMOUNT	\$56.00
TIP	\$8.40
TOTAL	\$64.40

APPROVED

Visa Credit

AID: A0000000031010

TVR: 00 80 00 80 00

TSI: F8 00

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ACCORDANCE WITH ISSUER'S
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For more information, visit www.xe.com

XE Travel Expense Calculator

Your Name:

Sherry Liang

Your Home City:

Toronto, ON

Your Company Name:

IPC

Your Home Currency:

CAD - Canadian Dollar

foreign exchange fees

Credit Card:

2%

Debit Card:

5%

Foreign Cash:

5%

Traveller's Checks:

2%

receipt details

1.	2015-04-14	Airfare: Toronto to Santiago			
	1767.88	CAD - Canadian Dollar	Credit Card	@ 0%	Subtotal: \$ 1767.88 CAD

Bank fee is 0% if no foreign exchange occurs

(1 CAD = 1.00000 CAD) + 0% = 1.00000 CAD

2.	2015-04-19	Taxi to Pearson Airport			
	64.40	CAD - Canadian Dollar	Credit Card	@ 0%	Subtotal: \$ 64.40 CAD

Bank fee is 0% if no foreign exchange occurs

(1 CAD = 1.00000 CAD) + 0% = 1.00000 CAD

3.	2015-04-24	Meal Charge - Dinner (expense incurred April 20, 2015)**			
	12.79	USD - US Dollar	Credit Card	@ 2%	Subtotal: \$ 15.87 CAD

Subtotal formula includes foreign exchange fees

(1 USD = 1.21656 CAD) + 2% = 1.24089 CAD

4.	2015-04-20	Meal Charge - Lunch			
	15290	CLP - Chilean Peso	Credit Card	@ 2%	Subtotal: \$ 30.90 CAD

Subtotal formula includes foreign exchange fees

(1 CLP = 0.00198157 CAD) + 2% = 0.00202 CAD

5.	2015-04-21	Meal Charge - Dinner			
	7586	CLP - Chilean Peso	Cash	@ 5%	Subtotal: \$ 15.89 CAD

Subtotal formula includes foreign exchange fees

(1 CLP = 0.00199443 CAD) + 5% = 0.00209 CAD

6.	2015-04-24	Meal Charge - Breakfast (expense incurred April 21, 2015)**				
	14.45	USD - US Dollar	Credit Card	@ 2%		Subtotal: \$ 17.93 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.21656 CAD) + 2% = 1.24089 CAD
7.	2015-04-22	Meal Charge - Lunch				
	8765	CLP - Chilean Peso	Cash	@ 5%		Subtotal: \$ 18.24 CAD
	Subtotal formula includes foreign exchange fees					(1 CLP = 0.00198165 CAD) + 5% = 0.00208 CAD
8.	2015-04-22	Meal Charge - Dinner				
	11455	CLP - Chilean Peso	Cash	@ 5%		Subtotal: \$ 23.83 CAD
	Subtotal formula includes foreign exchange fees					(1 CLP = 0.00198165 CAD) + 5% = 0.00208 CAD
9.	2015-04-24	Meal Charge - Dinner (expense incurred April 23, 2015)**				
	19.47	USD - US Dollar	Credit Card	@ 2%		Subtotal: \$ 24.16 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.21656 CAD) + 2% = 1.24089 CAD
10.	2015-04-23	Taxi Charge – from group meeting at Plaza San Francisco Hotel to Crowne Plaza				
	1140	CLP - Chilean Peso	Cash	@ 5%		Subtotal: \$ 2.36 CAD
	Subtotal formula includes foreign exchange fees					(1 CLP = 0.00197119 CAD) + 5% = 0.00207 CAD
11.	2015-04-24	Meal Charge - Lunch				
	12100	CLP - Chilean Peso	Credit Card	@ 2%		Subtotal: \$ 24.51 CAD
	Subtotal formula includes foreign exchange fees					(1 CLP = 0.00198626 CAD) + 2% = 0.00203 CAD
12.	2015-04-24	Taxi Charge – from downtown Santiago to Crowne Plaza Hotel				
	1620	CLP - Chilean Peso	Cash	@ 5%		Subtotal: \$ 3.38 CAD
	Subtotal formula includes foreign exchange fees					(1 CLP = 0.00198626 CAD) + 5% = 0.00209 CAD
13.	2015-04-24	Hotel Accommodations : Crowne Plaza Santiago Hotel – 4 nights**				
	1028.70	USD - US Dollar	Credit Card	@ 2%		Subtotal: \$ 1276.50 CAD
	Subtotal formula includes foreign exchange fees					(1 USD = 1.21656 CAD) + 2% = 1.24089 CAD

14.	2015-04-25	Taxi from Pearson Airport			
	64.40	CAD - Canadian Dollar	Credit Card	@ 0%	Subtotal: \$ 64.40 CAD

Bank fee is 0% if no foreign exchange occurs

(1 CAD = 1.00000 CAD) + 0% = 1.00000 CAD

Total: \$ 3350.25 CAD

Notes:

**** The USD amounts included for receipts # 3, 6, 9, and 13 were calculated with the USD/CLP conversion rate of 618.12 CLP/USD used by the hotel when charging Ms. Liang's credit card. This rate is noted on the attached Crowne Plaza Information Folio. Also, receipts # 3, 6, 9, and 13, despite displaying charges incurred on different dates, were all charged on Ms. Liang's credit card on April 24, 2015 upon checking out of the Crowne Plaza Hotel. Therefore, these charges have been converted with the CAD/USD rate for April 24, 2015.**