

Travel Expense Chart

Employee Name	Lawren Murray	
Employee Title	Legal Counsel	
Date of Travel	March 31, 2016-April 2, 2016	
Destination (s)	Ottawa	
Purpose	Appearing at court hearing at Supreme Court of Canada	
Related Costs:		
Airfare	\$	577.71
Accommodation	\$	231.62
Meals	\$	43.37
Other transportation (taxi)	\$	139.00
Hospitality	\$	-
Other expenses (baggage fee)	\$	-
Total:	\$	991.70

Lawren Murray

From: Air Canada <confirmation@aircanada.ca>
Sent: Tuesday, March 29, 2016 5:06 PM
To: Lawren Murray
Subject: Air Canada - 31-Mar: Toronto - Ottawa (booking ref: PD74SZ)

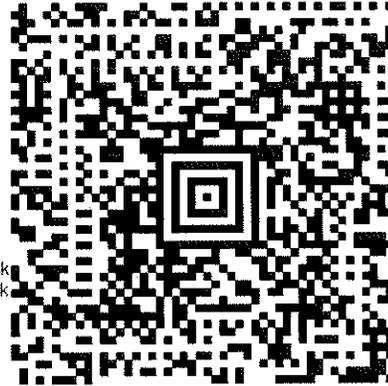
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AIR CANADA 

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.

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personalized
Air Canada travel
information

View your planner >

Booking Information

Booking Reference: PD74SZ

Customer Care
Air Canada
1-888-247-2262
**Flight Arrivals and
Departures**
1-888-422-7533

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

Main Contact:
Mr Lawren Murray
lawren.murray@ipc.on.ca
Mobile

Online Services

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

Maple Leaf Lounge | Meal Vouchers | On My Way
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?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC452	Toronto, Pearson Int'l (YYZ) Thu 31-Mar 2016 13:10 - Terminal 1	Ottawa, Ottawa Int'l (YOW) Thu 31-Mar 2016 14:13	0	1hr03	320	Flex, Q	
AC447	Ottawa, Ottawa Int'l (YOW) Sat 02-Apr 2016 10:00	Toronto, Pearson Int'l (YYZ) Sat 02-Apr 2016 11:07 - Terminal 1	0	1hr07	E90	Flex, V	

Passenger Information

1: Mr Lawren Murray : Adult (16+), Ticket Number: 0142160617843

Air Canada - Aeroplan : Meal Preference : **None**

Payment Card: Special Needs: **None**

Seat Selection: **None**

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Flex	230.00
Return Flight - Flex	195.00
Surcharges	24.00

Taxes, Fees and Charges

Canada Airport Improvement Fee	48.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	66.46
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	577.71
Number of passengers	x 1
Total with options	577.71
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$577.71

Payment Information

Credit/Debit Card xxxx-xxxx-xx Amount paid: **\$577.71**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$577.71 (Air Transp. Charges - per ticket)

Ticket number(s): 0142160617843

Fare Rules

Departing Flight Toronto (YYZ) To Ottawa (YOW) - Flex

Return Flight Ottawa (YOW) To Toronto (YYZ) - Flex

- **Changes:**
 - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

- o Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Air Canada will provide a full refund without penalty when you cancel a **new ticket** (i.e. when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

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

Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide Opens in New Window .

Carry-on Baggage Opens in New Window

When your flight is operated by Air Canada, Air Canada rouge or Air Canada Express, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details Opens in New Window.

Checked Baggage Opens in New Window

Please see below for details on the bags you plan to check in at the baggage counter.

Departing Flight : Toronto (YYZ) To Ottawa (YOW) - Flex

Return Flight : Ottawa (YOW) To Toronto (YYZ) - Flex

Regular Baggage Allowance

**1st bag:
Complimentary**

**2nd bag:
\$35.00 CAD**
+ taxes* per direction

Max. weight per bag: 23 kg (50 lb)
Max. linear dimensions per bag: 158 cm (62 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The

currency exchange rate will be determined by the date of travel.

Stopovers

Customers may be reassessed checked baggage fees when itineraries include an enroute stopover in excess of 24 hours.

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View Air Canada's additional checked baggage policy.
- View the additional checked baggage policy of Air Canada's codeshare and interline partners.

Important Information

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 Opens in New Window

To ensure delivery to your inbox, please add confirmation@aircanada.ca to your address book's safe senders list.

This service email was sent to lawren.murray@ipc.on.ca because you purchased an Air Canada flight. It provides important flight information that must be communicated to you. This service email is not a promotional email.

Your privacy is important to us. To learn how Air Canada collects, uses, and protects the personal information you provide, please view our [Privacy Policy](#).

Please do not reply to this email, as this inbox is not monitored. If you have any questions please visit aircanada.com.

Air Canada, PO Box 64239, RPO Thorncliffe, Calgary Alberta, T2K-6J7

All passengers are advised to view the [Travel documentation Opens in New Window](#) page for important information on identification required for travel.

Check-in and boarding times



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AIR CANADA 

A STAR ALLIANCE MEMBER 

Fairmont

CHÂTEAU LAURIER

1 Rideau Street
 Ottawa, ON, Canada K1N 8S7
 T (613) 241-1414 F (613) 562-7030
 G.S.T. / H.S.T Registration #843511775

Govt Cda
 Mr Lawren Murray
 Canada

Room/Chambre : 0614
 Folio # : 755729
 Invoice # :
 Cashier/Cassier # : 579
 Page # : 1 of 1

Reference No.

Arrival/Arrivée : 03-31-16
 Departure/Départ : 04-01-16

Date	Description	Additional Information/Supplémentaire	Charges	Credits
03-31-16	Room Charge		199.00	
03-31-16	Destination Marketing Fee		5.97	
03-31-16	Room HST (13%)		26.65	
04-01-16	In Room Dining	CHECK# 1187	30.62	
04-01-16	MasterCard	03/18		262.24
Total			262.24	262.24

Balance Due/Solde 0.00

GST Summary / Sommaire		HST Summary / Sommaire	
Room/Chambre	0.00	Room/Chambre	26.65
F&B/Restauration	0.00	F&B/Restauration	3.12
Other/Autres	0.00	Other/Autres	0.00
Total	0.00	Total	29.77

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To provide feedback about your stay, please contact Mr. Claude Sauvé, General Manager, at Claude.Sauve@fairmont.com.
 We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

Merci d'avoir choisi les Hôtels Fairmont.

Pour donner votre opinion sur votre séjour, veuillez contacter M. Claude Sauvé, Directeur général, à Claude.Sauve@fairmont.com.
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For information or reservations, visit us at
www.fairmont.com or call Fairmont Hotels & Resorts from:
 United States or Canada 1 800 441 1414
 Pour information et réservations visitez notre web au
www.fairmont.com ou téléphoner au Hôtels Fairmont de:
 États-Unis ou Canada 1 800 441 1414

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 of or the full amount of these charges. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.) I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Je me porte personnellement responsable du règlement total de cette note au cas où la compagnie, l'association ou son représentant désigné en refuserait le paiement. Les comptes en souffrance sont sujets à un intérêt de 1.5% par mois après un mois. (18.00% par année) J'ai accepté la livraison du journal The Globe and Mail. Si j'avais refusé, j'aurais pu obtenir un crédit à mon compte de 1.00\$ par jour (du Lundi au Vendredi) et de 2.00\$ le Samedi. (Dans les hôtels participants.)

Thank you for choosing to stay with Fairmont Hotels & Resorts
Merci d'avoir choisi les Hôtels Fairmont

Job #

RECEIPT FOR CAB FARE

Amount: 35 Date: Mar 27-16

From: Ottawa Airport

To: Chateau Laurier

Cab No. 587 Driver: RS

H.S.T. Included in meter fare
Le prix inclus la TVH.





Amaya Express Ottawa
50 Rideau Street

RECEIPT: 5558
3 ROOM: AJAZ HUSSAIN TABLE: QUI
CK
SAL
E

DATE: 03/31/2016 TIME: 03:19 PM
WAITER: AJAZ H
CLIENT NAME:

RECEIPT

Cab No. 630 H.S.T. 7

From

To Airport

Date 21 March Amount 52.00

Signature [Signature]

QTY	DESCRIPTION	PRICE	AMOUNT
1	BUTTER CHICKEN	8.85	8.85
1	Garlic Naan	2.43	2.43
SUBTOTAL:		11.28	11.28
HST:		1.47	1.47

TOTAL: 12.75

TOTAL AMOUNT: 12.75
PAID BY: MASTERCARD

Car No. 49 Date 2.4.16

From AIRPORT

To

Fare Amount \$

HST No. Tip

Total 52.00

Received with Thanks [Signature]

Signature

*** THANK YOU ***
GST # XXXXX XXXX XXXXXX

CLH - POS Check Details

^^[fairmont]
 In Room Dining
 HST# 843511775

340 Kenjina 2

614 /1 CHK 1187 GST 1
 MURRAY
 APR01'16 5:49AM

1 HOTEL SURCHARGE	4.00
1 Continental	20.00
FOOD	20.00
HOUSE CHARGE	4.00

Print OK

CLH - POS Check Details

MURRAY
 APR01'16 5:49AM

1 HOTEL SURCHARGE	4.00
1 Continental	20.00
FOOD	20.00
HOUSE CHARGE	4.00
OTHER	3.50
HST	3.12
PAYMENT.....	30.62
CHARGE TIP	3.50
614/Murray	
ROOM CHARGE	30.62

---340 CLOSED APR01 6:57AM---

Print OK