

**Proactive Disclosure – NAME**

Click on the Reason for Expense to view the claim.

**YEAR**

Date	Reason for Expense	Amount Claimed	Travel / Hospitality
24-Sep-15	flight for ROTO event at Sault Area Hospital	\$ 312.16	Return flight

## Travel Expense Chart

<b>Employee Name</b>	Trell Huether	
<b>Employee Title</b>	Senior Communications Advisor	
<b>Date of Travel</b>	September 24 -25	
<b>Destination (s)</b>	Sault Ste. Marie	
<b>Purpose</b>	Event at Sault Area Hospital	
<b>Related Costs:</b>		
	<b>Airfare</b>	\$312.16
	<b>Accommodation</b>	\$ -
	<b>Meals</b>	\$ -
	<b>Other transportation (taxi)</b>	\$ -
	<b>Hospitality</b>	\$ -
	<b>Other expenses ( baggage fee)</b>	\$ -
	<b>Total:</b>	<b>\$ 312.16</b>

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.



AIR CANADA 

## Booking Information

Booking Reference: **KT2EUM**

### Customer Care

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

Air Canada  
1-888-247-2262

### Main Contact:

Mr Trellock John Huether

~~Home: 1-416-3263939~~

Work: 1-416-3263939

Mobile: 1-416-8731135

Flight Arrivals and  
Departures  
1-888-422-7533

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7791 <sup>1</sup>	Toronto, Pearson Int'l (YYZ) Thu 24-Sep 2015 12:05 - Terminal 1	Sault Ste Marie (YAM) Thu 24-Sep 2015 13:35	0	1hr30	DH1	Tango, K	
AC7794 <sup>1</sup>	Sault Ste Marie (YAM) Fri 25-Sep 2015 15:50	Toronto, Pearson Int'l (YYZ) Fri 25-Sep 2015 17:15 - Terminal 1	0	1hr25	DH1	Tango, T	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

1: Mr Trellock John Huether : Adult (16+), Ticket Number: 0142150697433

Air Canada - Aeroplan : 966528218

Meal Preference: **None**

Payment Card: xxxx-xxxx-xxxx-000

Special Needs: **None**

Seat Selection: **None**

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Tango	74.00
Return Flight - Tango	119.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	45.00
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	35.91
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	312.16
Number of passengers	x 1
Total with options	312.16
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$312.16</b>

### Payment Information

Credit/Debit Card xxxx-xxxx-xxxx-000 - Amount paid: \$312.16

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

- Air Canada: \$312.16 (Air Transp. Charges - per ticket)

Ticket number(s): 0142150697433

## Fare Rules

Departing Flight Toronto (YYZ) To Sault Ste Marie (YAM) - Tango