

Proactive Disclosure of Expenses

Dru Marshall, Provost and Vice-President (Academic) For the period of December 1, 2017 to January 31, 2018

Overview

Travel Expenses					
Item #	Date	Description	Amount		
1.	November 27, 2017	Purchase Air Canada Flight Pass - Western Commuter,	\$3,780.00		
		Latitude, 10 credits.			
2.	December 12, 13, 2017	Travel to Edmonton to attend Alta Alternate Relationship	\$392.03		
		Plan (AARP) strategic communication and Communication			
		of Academic Medicine (CAM) meetings.			
3.	January 7-9, 2018	Travel to Washington to attend Education Advance Board	\$2,544.23		
		(EAB) Provosts' Roundtable Conference.			

Non-Travel Expenses				
ount	A	Description	ltem #	
\$21.95		er 24-28, 2017 Parking while attending meetings on behalf of the	4.	
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Proactive Disclosure of Expenses

Dru Marshall, Provost and Vice-President (Academic) For the period of December 1, 2017 to January 31, 2018

Detail for Travel Expenses

Travel Expenses-Item 1 Detail						
For	Dru Marshal	Dru Marshall, Provost and Vice-President (Academic)				
Description/Purpose	Purchase Air	Purchase Air Canada Flight Pass - Western Commuter, Latitude, 10 credits.				
Date	November 2	7, 2017				
Destination	N/A					
Type of Expense	Airfare*	Other Transport	Hotel	Meals	Other	Total
Amount	\$3,780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,780.00
Page Reference	page 4					
Notes		Jage 4 Ja				

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Air Canada - Electronic Ticket Itinerary/Receipt

Air Canada <fpconfirmation@aircanada.ca> Mon 11/27, 3:43 PM Dru Marshall *

Personal

AC

To help protect your privacy, some content in this message has been blocked. To re-enable the blocked features, click here.

To always show content from this sender, click here.

Flight Pass

Your flight pass purchase is confirmed. **Please print this receipt for your reference.** Thank you for choosing Air Canada and we look forward to welcoming you on board.

Flight Pass Information

Flight Pass Reference:

0140851456762

Product Name:	Western Commuter - Latitude - 10 credits
Product ID:	C10ZONE1110
Start Date:	Nov 27, 2017
Expiry Date:	Nov 27, 2018
Name of Educational Institution:	University of Calgary
Exchange one credit per dir	rection on the following <u>routes</u> .

Customer Care

Questions about your booking or Air Canada online services? 1-888-247-2262

S Reply all | ∨

Online services

 <u>Manage my flight pass</u> (Book, View, Change and Cancel flights).

Contact Information

Flight Pass Owner:s.17(1)DRU MARSHALLEmail address:s.17(1)Aeroplan Number:Phone Number:Payment Card Number:

Fare Quotes Details

Fare Summary

Grand Total - Canadian Dollars	\$3,780.00
Total taxes	\$180.00
Canada Goods and Services Tax (GST/HST #100092287 RT0001)	180.00

Applicable Rules

All flight credits must be used and travel must be completed by Nov 27, 2018.

Eligibility

- The purchasing individual must be a Canadian resident with a valid Canadian address and be an Aeroplan member with a valid Aeroplan number and password at time of purchase AND during the validity period of the Flight Pass. For new enrolments, activation of a new Aeroplan membership may take up to 72 hours. The purchasing individual will be listed as the Flight Pass owner.
- Consumer flight passes are serviced for individual consumers only. Travel agencies, wholesalers, consolidators, and other persons or entities engaged in the selling or distribution of air transportation or packages comprising air transportation are not eligible for the purchase of the Flight Pass.
- Air Canada reserves the right at any time to determine and re-examine the purchase eligibility, as well as the right to modify or otherwise amend the eligibility requirements.
- Air Canada reserves the right, at any time, to verify the status of the purchaser, including the verification of information provided by the purchase and making a request for additional information to ensure that the purchaser meets the Flight Pass purchase terms and conditions.
- The Flight Pass can only be used by the Flight Pass owner. However, a Flight Pass owner can request a transfer of the Flight Pass if the Flight Pass was purchased for business travel and paid for by a business or not-for profit organization, that is duly registered and doing business in Canada (each referred to as an "Eligible Business"). In order to make such a transfer, the Flight Pass owner must request a name change to the Flight Pass. Name changes may be requested by contacting <u>Customer Relations</u>. The Flight Pass owner will be required to complete a form waiving all rights to the Flight Pass and giving Air Canada authorization to effect a name change on behalf of the Eligible Business. Flight Pass name changes are subject to Air Canada's consent and a fee of \$125 CAD, plus applicable taxes, will apply.
- Flight Passes are non-refundable.

Validity Period

- This Flight Pass is valid for 12 consecutive months from date of purchase. Travel must be booked and completed within the validity period. All unused flight credits remaining beyond the Flight Pass expiration date will be forfeited. No extensions will be permitted. It will expire at 11:59 pm (GMT) on the one-year anniversary of its purchase date. Please make the necessary adjustments for your local time zone.
- 1 month prior to pass expiration date, Flight Pass may be extended for 3 months for a \$275 CAD fee, plus taxes. This fee is subject to change. Extension fee will be assessed at time of Flight Pass extension. Extension fee is subject to change at any time without notice.
- A Flight Pass extension can be processed one time per pass and must be completed prior to pass expiration. All unused flight credits remaining beyond Flight Pass expiration date, or extended expiration date, will be forfeited.

Booking flight credits

To view available flights and eligible itineraries, click on the **PREVIEW FLIGHT AVAILABILITY** button above.

- 1 flight credit is required per direction including connections.
- Flight credits are non-transferable and can only be used by the purchaser.
- Flight credit bookings are subject to availability for the Latitude fare option (Y booking class).
- Bookings are permitted up to 1 hour prior to departure for flights to the USA and within Canada, and 2 hours for all other international destinations.
- Flight credits may be available for booking only 24 hours after purchase once purchase procedures have been finalized.
- Flight credits can be used only for flights operated by Air Canada, Air Canada rouge and participating Air Canada Express carriers. Codeshare flights are not permitted. You'll want to learn more about Air Canada rouge's in-flight services, amenities, baggage allowance and fees, as these may differ from those of Air Canada.
- Flights and routes may be seasonal and are subject to change without notice at any time; flights and
 routes might also operate on a limited frequency.



Dru Marshall, Provost and Vice-President (Academic) For the period of December 1, 2017 to January 31, 2018



Detail for Travel Expenses

Travel Expenses-Item 2 Detail						
For	Dru Marsha	Dru Marshall, Provost and Vice-President (Academic)				
Description/Purpose	Travel to Ed	Travel to Edmonton to attend Alta Alternate Relationship Plan (AARP) strategic				
	communica	tion and Communicatio	on of Academi	c Medicine	(CAM) meetin	ıg.
Date	December 1	.2, 13, 2017				
Destination	Edmonton,	Alberta				
Type of Expense	Airfare*	Other Transport**	Hotel	Meals***	Other	Total
Amount	\$0.00	\$58.70	\$268.33	\$65.00	\$0.00	\$392.03
Page Reference		page 9	page 10	All per		
				diems		
Notes	KJQYMR. Other Trans	Airfare*: Two AC Western Commuter Flight pass credits were used. Booking Ref.: KJQYMR. Other Transport**: Parking at Calgary airport. Meals***: Meal per diems claimed (1 Breakfast @ \$12, 2 Lunch @ \$14 and 1 Dinner @				

Penny Bardsley

From: Sent: To: Subject: Air Canada <fpconfirmation@aircanada.ca> Monday, December 11, 2017 8:25 AM Dru Marshall Air Canada - Electronic Ticket Itinerary/Receipt

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

AIR CANADA 🛞 Itinerary/Receipt

Electronic Ticketing confirmed. This is your official itinerary/receipt. We thank you for choosing Air Canada and look forward to welcoming you on board.



Booking Information

Booking Reference: KJQYMR	Customer Care Air Canada
Main Contact: Dr ^{s.17(1)} dru Marshall s.17(1)	1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533
Manage My Booking (change, cancel, upgrade).	
Change Seats get more seating options for my flight.	
Purchase Maple Leaf Lounge Access / Meal Vouchers	
Receive Flight Status Notifications directly to my email or mobile	
phone.	
phone. Check <u>Flight Arrivals and Departures</u> .	

Flight Itinerary

Flight	From	То	Stops	Fare Type	Meal
AC8136	Calgary (AB) Tue 12-Dec 2017 10:45	Edmonton International (AB) Tue 12-Dec 2017 11:43	0	Latitude, Y	

	at the AIR CANADA EXPRES	by AIR CANADA EXPRESS - J SS - JAZZ counter. Certain sr the ticketing counter of large priate counter, please ask ar	naller carriers r airlines. If yo	conduct ou have any
AC8153	Edmonton International (AB) Wed 13-Dec 2017 16:45	Calgary (AB) Wed 13-Dec 2017 17:39	0	Latitude, Y
	at the AIR CANADA EXPRES	by AIR CANADA EXPRESS - J. SS - JAZZ counter. Certain sr the ticketing counter of large opriate counter, please ask an	naller carriers er airlines. If ye	conduct ou have any

Passenger Information

1: Dr ^{s.17(1)} dru M	arshall : Ticket Number: 014218	6468097	
Air Canada Aeroplan:	s.17(1)	Meal Preference:	Normal
Seat Selection:	AC8136 : 3C , AC8153 : 3C Preferred	Special Needs:	None

Flight Credit Summary

Western Commuter - Latitude 10 credit	2 Flight Credits Taxes, fees, and charges included
Please read important information and notices	regarding Air Canada's general conditions of carriage.

Important Information

All passengers are advised to view the <u>Travel documentation</u> page for important information on identification required for travel.

Baggage Policy

Carry-on baggage | Checked baggage

Check-in and boarding times

Baggage Allowance and Fees

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

Carry-on Baggage

On your Air Canada- or Air Canada Express-operated flight, you are entitled to 1 standard item (max. size: $23 \times 40 \times 55$ cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: $16 \times 33 \times 43$ cm [6 x 13 x 17 in]). Your carryon baggage must be light enough that you can store it in the overhead bin unassisted. <u>View more details</u>.

Checked Baggage:

Please see below for details on the bags you plan on checking at the baggage counter.

Flight : Calgary (AB) To Edmonton International (AB) - Latitude	
1st bag:	2nd bag:

Boarding Pass



* You may reprint your boarding pass at a Self-service application.

- * Check the departure screens at the airport to ensure the gate indicated on your boarding pass has not changed.
- * If you are unable to travel, please return to the aircanada.com <u>Check-in</u> option, where you may cancel your check-in, subject to certain rules and restrictions.

Bags:

Hand baggage only - please go directly to security clearance.

Baggage to check in: proceed to Kiosks (to print your tags where available) or Air Canada Bag Drop.

Check-in and boarding gate deadlines				
Itinerary	When you should check-in	Check-in/baggage drop-off ends	Boarding gate closes	
Within Canada	90 minutes	45 minutes*	15 minutes	
To/From the U.S.	120 minutes	60 minutes	15 minutes	
International	120 minutes	60 minutes	15 minutes	
From: Algiers, Algeria; Casablanca,Morocco; Tel Aviv, Israel	180 minutes	60 minutes	30 minutes	

Boarding:

Ensure you have your **travel documents.** Without them you may not be allowed to board your flight:

government issued photo ID

boarding pass

Security

Hand baggage (carry-on): Restrictions apply to liquids, gels and aerosols in carry-on baggage.

For full details, please consult: aircanada.com/security



Passenger baggage must NOT contain dangerous goods such as: Compressed gases (aerosols or oxygen cylinders), explosives (fireworks or ammunition), flammable solids or liquids (lighter fuels or matches), radioactive materials, oxidising material (bleach), corrosives (acids, alkalis, mercury or wet cell batteries), magnetized materials, poisons and infectious materials.

RECEIPT GST NO. R122556194 TKT NO: 30487833 EXIT NO. A2 IN: 12/12/17 09:27 OUT: 12/13/17 17:54 DURATION: 1 08: 27 PAID: \$ 58.70 (GST INCLUDED) MASTFPRCADD s.17(1) KEF. 14 THANK YOU FOR YOUR VISIT

Hotel MacDonald	Room	:	0726
	Folio #	:	479387
	Cashier #	:	4142
10065 - 100 Street NW Edmonton, AB, Canada T5J 0N6 T (780) 424-5181 F (780) 429-6481 G.S.T. Registration # 846543619	Page #	:	1 of 1

Dr Dru Marshall	Arrival	:	12-12-17
2500 University Drive North west	Departure	;	12-13-17
Administration Building Calgary AB	Fairmont Pre	eside	ent's Club
T2N 1N4 Canada	()		

Date	Description	Add	litional Information		Charges	Credits
12-12-17	Room Charge				239.00	
12-12-17	Room - DMF				7.17	
12-12-17	Room - AB Tourism Levy				9.85	
12-12-17	Room - GST				12.31	
12-13-17	Visa	XXX	XXXXXXXXXX ^{s.17(1)}	XX/XX		268.33
			Total		268.33	268.33
			Balance Due		0.00	
	GST Summary					
Ro	oom 12					
F8		.00				
		.00				
То	tal 12	.31				

Thank you for choosing Fairmont Hotels & Resorts.

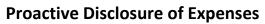
To provide feedback about your stay, please contact Garrett Turta, General Manager, at Garrett.Turta@fairmont.com. We also invite you to share memories of your experience on our community forum - visit www.everyonesanoriginal.com.

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

CAUBO

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. (18.0% per annum.) I have accepted delivery of The Globe and Mall. 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 ou la compagnie, l'association ou son représentant désigné en refuserait le paiement. Les comptes en souffrance sont sujets à un intrêt de 1,5% par mois après un mois. (18,00% par année) J'al accepté la livrais no 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 Vendredui) 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



Dru Marshall, Provost and Vice-President (Academic) For the period of December 1, 2017 to January 31, 2018



Detail for Travel Expenses

Travel Expenses-Iten	n 3 Detail								
For	Dru Marsha	Dru Marshall, Provost and Vice-President (Academic)							
Description/Purpose	Travel to Wa	ashington to attend Edu	ucation Advar	ice Board (E	AB) Provosts'	Roundtable			
	Conference.								
Date	January 7-9,	2018							
Destination	Washington	, USA							
Type of Expense	Airfare*	Other Transport**	Hotel	Meals***	Other****	Total			
Amount	\$1,917.60	\$128.85	\$367.91	\$96.27	\$33.60	\$2,544.23			
Page Reference	page 13	page 15 to 17	page 18	All per	page 13				
				diems					
Notes	Airfare*: Bo	ooking Ref.: KKV831. Fli	ght upgrades	provided at	no additional	cost to the			
	University.								
	Other Trans	port**: Ground transp	ortation to/fr	om Calgary	Airport and w	hile in			
	Washington								
	Meals***: Meal per diems claimed (1 Breakfast @ \$14.88, 1 Lunch @ \$14, 1 Lunch @								
	\$17.39 and 3	2 Dinners @ \$25).							
	Other****: Travel Agency fee.								





CUSTOMIZED CARE. CLICK HERE TO LEARN MORE ABOUT OUR ETC EMAIL CAPABILITY.

For Emergency Travel Services: For Canada & USA: please call 1-888-551-1181 or 902-423-3806. Outside Canada & USA: call collect 902-423-3806. Email: etc@maritimetravel.ca (For more immediate assistance please call)

MARITIME TRAVEL SUITE 100 7777 10 ST NE CALGARY, AB T2E 8X2 (403) 292-7474 www.maritimetravel.ca Click here to send your itinerary to Triplt Click here to view your itinerary on ViewTrip	Our ref # Invoice # Date Your Counsellor Account # Department	RC2030 11185058 08 Jan 2018 BILL DOUPE s.17(1) 10093651 PROVOST AND VICE-PRESIDENT (ACADEMIC)
Click here to learn more about our Corporate Travel Program		

UNIVERSITY OF CALGARY 2500 UNIVERSITY DR NW CALGARY AB CA T2N 1N4 For: MARSHALL^{S.17(1} DRU DR

Itinerary

This is your Itinerary and Invoice.

Web Check In: Air Canada - KKV83I

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Duration 3:46	Air Canada 350 Embraer 190 Cabin Class R-Business	Origin Calgary, AB Calgary Intl Arpt (Calgary, AB)	Destination Ottawa, ON Ottawa McDonald Cartier Intl (Ottawa, ON)	Depart Sun - Jan 07 11:15 AM	Arrive Sun - Jan 07 5:01 PM	Seat At Check I
Canadair Jet	Air Canada 8452 (Operated by AIR CANADA EXPRESS - JAZZ) Cabin Class Y-Economy	Origin Ottawa, ON Ottawa McDonald Cartier Intl (Ottawa, ON)	Destination Washington, DC Ronald Reagan National Arpt (Washington, DC) Terminal A	Depart Sun - Jan 07 6:05 PM	Arrive Sun - Jan 07 7:46 PM	Seat At Check In
Canadair Jet	Air Canada 7373 (Operated by AIR CANADA EXPRESS - AIR GEORGIAN) Cabin Class B-Economy	Origin Washington, DC Washington Dulles Intl (Washington, DC)	Destination Toronto, ON Lester B Pearson Intl (Toronto, ON) Terminal 1	Depart Tue - Jan 09 4:00 PM	Arrive Tue - Jan 09 5:24 PM	Seat 05C
Duration 4:17	Air Canada 151 Airbus A320 Cabin Class R-Business	Origin Toronto, ON Lester B Pearson Intl (Toronto, ON) Terminal 1	Destination Calgary, AB Calgary Intl Arpt (Calgary, AB)	Depart Tue - Jan 09 6:55 PM	Arrive Tue - Jan 09 9:12 PM	Seat 03C
Passenger Inf						
Passenger	MARSHALL ^{S.17(1} DRU DR		Airline Code AC	Ticket # 0	145796663140	
Booking Sum	mary					
Company	Air Canada		Booking Reference			
Company	Air Canada		Loyalty #	s.17(1)		

Purchase Summary

Amount due		Amount Paid	
AIR CANADA AIRFARE - TKT 0145796663140	1699.00		-1917.60
TAX ON AIRFARE INCLUDES 1.04 HST		2017	
TAX ON AIRFARE INCLUDES 87.06 GST		PYMT BY VI XX/s.17(1)	-33.60
TAX ON AIRFARE INCLUDES 130.50 OTHER		TOTAL PAID CAD	\$1,951.20
TAX ON AIRFARE TOTAL	218.60	*	
MARTVL NON-REFUNDABLE TRANSACTION FEE	32.00		
TAX ON FEE (R103524823)	1.60		
TOTAL DUE CAD	\$1,951.20		
		BALANCE CAD	\$0.00

Baggage Information

Checked Baggage

Max weight per bag 32 Kg (70lb). Max dimensions 158cm (62in). Total weight not to exceed 96 Kg (211lb)

As well, Air Canada Elite, Super Elite and Prestige members in addition to Star Alliance Gold and Silver members maintain their current baggage allowance.

http://www.aircanada.com/en/travelinfo/airport/baggage/index.html?src=hp_ql

Note for traveling to the US

Effective January 23th, 2007, The United States Western Hemisphere Travel Initiative (WHITI) will require all travelers to present a passport or other appropriate secure document (Valid US Merchant Mariner Document, NEXUS Air card when used at a NEXUS Air kiosk, NATO identification card when accompanied by NATO orders) when entering or re-entering the United States by air.

http://cbsa-asfc.gc.ca/whti-ivho/menu-eng.html

ETravel Advisories

http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Download our app today, to keep connected with us while you're on the go:





Reminders

Your Maritime Travel charges will show on your credit card statement similiar to MT 11185058-7966631401234

MT = Maritime Travel

11185058 = invoice #

7966631401234 = ticket #

Citizens of certain countries and territories need a visa to visit or transit Canada. Others need an Electronic Travel Authorization. Please visit

http://www.cic.gc.ca/english/visit/visas-all.asp for details. It is the travellers responsibility to ensure they have the correct documentation.

Valid passport required plus any applicable visas.

Your passport should be valid for 6 months after your return date.





1 M	TAXI CAB RECEIPT
	Time: Date: 01.07.18
Origin of t	rip: Def
Destinatio	n:
Fare: <u>2</u> 2	00 15 Sign:

5

ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111 CAR#1039

SALE

MID: 4189233	
TID: CA189233	REF#: 00000036
Batch #: 129	SEQ: 129001001036
01/09/18	21:46:35
APPR CODE: 090	55S
MASTERCARD	
***********************s.17(1)	**/**
AMOUNT	\$45.50
TID	\$6 02

Q40.00
\$6.83
\$52.33

00 - APPROVED - 001

MasterCard AID: A0000000041010 TVR: 00 00 00 80 00 TSI: E8 00

THANK YOU

CUSTOMER COPY

Westin Georgetown 2350 M Street NW Washington, DC 20037 United States Tel: 202-429-0100 Fax: 202-429-9759

WESTIN® HOTELS & RESORTS

Dru Marshall	Page Number	:	1	Invoice Nbr	:	316419
s.17(1)	Guest Number	:	778125			
	Folio ID	:	A			
Canada	Arrive Date	:	07-JAN-18	21:00		
AA04AA - Academic Affairs Forum - J Att	Depart Date	:	09-JAN-18			
	No. Of Guest	:	1			
	Room Number	:	438			
	Club Account	: 5	5.17(1)			

Tax Invoice

Tax ID :

Westin Georgetown JAN-09-2018 12:48 ADRIREN

Date	Reference	Description	Charges (USD) Credits (USD)
07-JAN-18	RT438	Room Charge	129.00
07-JAN-18	RT438	Room Tax	19.09
08-JAN-18	RT438	Room Charge	129.00
08-JAN-18	RT438	Room Tax	19.09
09-JAN-18	MC	MasterCard/Euro-7708	-296.18
	For Authorization Purpose Only xxxx ^{s.17(1)}		
	Date Coo	e Authorized	
	07-JAN-18	00013S 361.2	

Approve EMV Receipt for MC^{S.17(1)} PIN Verified TC:17DF5F7FC8268EC5 TVR:0000008000 AID:A000000041010 Application Label:MasterCard

** Total	296.18	-296.18
*** Balance	0.00	

Continued on the next page



Dru Marshall, Provost and Vice-President (Academic) For the period of December 1, 2017 to January 31, 2018



Detail for Non-Travel Expenses

Non-Travel Expenses-Item 4 Detail								
For	Dru Marshall, Provost and Vice-President (Academic)							
Description/Purpose	Parking while attending meetings on behalf of the University.							
Date	November 24-28, 2017							
Destination	Calgary, Alberta							
Type of Expense	Meals	Parking	Other	Total				
Amount	\$0.00	\$21.95	\$0.00	\$21.95				
Page Reference		pages 20 to 22						
Notes								
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