

Expense Report for October 2012

Agriculture Financial Services Corporation

Position Senior Manager Risk Management Operations
Name Chris Dyck

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt/ Per Diem
Travel	Meals	10/15/2012	\$ 14.75	Economic assessment Meeting - Edmonton	Per diem
Travel	Meals	10/16/2012	\$ 14.75	Senior Insurance Meeting - Three Hills	Per diem
Travel	Transportation	10/17/2012	\$ 575.66	Western Operations Meeting - Saskatoon	Receipt attached
Travel	Transportation	10/23/2012	\$ 81.81	Western Operations Meeting - Saskatoon	Per diem
Travel	Accommodation	10/23/2012	\$ 189.62	Western Operations Meeting - Saskatoon	Receipt attached
Travel	Miscellaneous	10/23/2012	\$ 8.00	Western Operations Meeting - Saskatoon	Per diem
Travel	Meals	10/23/2012	\$ 44.70	Western Operations Meeting - Saskatoon	Per diem
Travel	Accommodation	10/24/2012	\$ 189.62	Western Operations Meeting - Saskatoon	Receipt attached
Travel	Meals	10/24/2012	\$ 23.95	Western Operations Meeting - Saskatoon	Per diem
Travel	Miscellaneous	10/24/2012	\$ 8.00	Western Operations Meeting - Saskatoon	Per diem
Travel	Transportation	10/25/2012	\$ 81.81	Western Operations Meeting - Saskatoon	Per diem
Travel	Meals	10/25/2012	\$ 23.95	Western Operations Meeting - Saskatoon	Per diem
Travel	Transportation	10/25/2012	\$ 35.15	Western Operations Meeting - Saskatoon	Receipt attached

Request for Authorization to Travel Out of Province / North America on AFSC Business

ALL APPROVALS MUST BE OBTAINED PRIOR TO COMMENCEMENT OF THE TRIP

Individual(s) Travelling:

Name:	Title:	Division:	Location:
1 Chris Dyck	Senior Manager RM Operations	Risk Management	Lacombe CO
2			
3			

Trip Information:


Dates: October 23-25, 2012
 Destination: Saskatoon Saskatchewan
 Purpose of trip: To attend the Western Operations meeting in Saskatoon.

Trip Expenses:	
Travel:	\$550.00
Fees:	\$0.00
Accommodation:	\$400.00
Other:	\$135.00
Total Estimated Expenses:	\$1085.00

Is Travel Outside of North America?
 Yes: No:

If Yes, the President & Managing Director is required to approve the travel.

Authorized by: _____
 Date: _____
 President & Managing Director

Signature of Individual(s):
 1 
 2 _____
 3 _____

Date: Oct 17, 2012.

Recommended by: Merle Jacobson
 (Supervisor)

Date: Oct 15, 2012.

Cost Centre Manager Comments: _____

Recommended by: _____
 (Cost Centre Manager)

Date: _____

Vice-President Comments: _____

Recommended by: 
 (Vice-President)


Date: Oct 15/2012

Authorized by: _____
 (President & Managing Director / Board Chair)

Date: _____

From: Air Canada <confirmation@aircanada.ca>
Sent: Tuesday, October 30, 2012 9:32 AM
To: Merle Jacobson
Subject: Air Canada - 15-Nov: Edmonton - Winnipeg (booking ref: NUNQ7R) - seat selected

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

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.

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




Hotels in Winnipeg



Book a hotel

Hotels provided by WWTWS.

Why book your hotel stay at aircanada.com?

- **Lowest price** guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com

 **Want travel insurance?** Protect yourself and your family against unforeseen circumstances.

 **Need a car in Winnipeg?** Great rates and additional Aeroplan Miles. 

Booking Information

Booking Reference: **NUNQ7R**

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

Main Contact:
Mr. Merle Jacobson
merle.jacobson@airse.ca

Online Services

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

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.

Customer Care
Air Canada
1-888-247-2262

Flight Arrivals and Departures
1-888-422-7533

Your booking is confirmed. Booking reference: **K5BEME**

Print Itinerary

An email booking confirmation has been sent to: peggy.helm@afsc.ca.

Email Itinerary

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

Add to calendar

Passengers Mr Christoph Dyck, Mr Brian Tainsh, Mrs Lorelei Hulston

Flight	From	To	Departure	Arrival
AC8582	Calgary (YYC)	Saskatoon (YXE)	09:20 Tue 23-Oct 2012	10:27 Tue 23-Oct 2012
AC8587	Saskatoon (YXE)	Calgary (YYC)	14:20 Thu 25-Oct 2012	15:30 Thu 25-Oct 2012

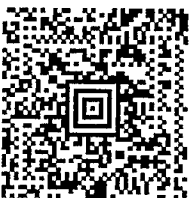
Airfare	1374.00
Options	0.00
Taxes, fees, charges and surcharges	352.98
Travel Insurance	Purchase Travel Insurance
Grand Total	\$1726.98


Canadian dollars

[View detailed Itinerary/Receipt](#)

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.



AIR CANADA 

Booking Reference: **K5BEME**

Customer Care

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

Air Canada
1-888-247-2262

Main Contact:

Mr Christoph Dyck

Flight Arrivals and Departures
1-888-422-7533



Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8582 ¹	Calgary (YYC) Tue 23-Oct 2012 09:20	Saskatoon (YXE) Tue 23-Oct 2012 10:27	0	1hr:07	CRJ	Tango, G	
AC8587 ¹	Saskatoon (YXE) Thu 25-Oct 2012 14:20	Calgary (YYC) Thu 25-Oct 2012 15:30	0	1hr:10	CRJ	Tango Plus, H	

Operated by:
¹Air Canada Express - Jazz

Passenger Information

1: Mr Christoph Dyck : Adult (16+), Ticket Number: 0142113520937
Frequent Flyer Pgm : None Meal Preference: None
Payment Card: xxxx-xxxx-xxxx-2009 Special Needs: None
Seat Selection: None
2: Mr Brian Tainsh : Adult (16+), Ticket Number: 0142113520938
Frequent Flyer Pgm : None Meal Preference: None
Payment Card: xxxx-xxxx-xxxx-2009 Special Needs: None
Seat Selection: None

601 Spadina Crescent East, Saskatoon, Saskatchewan, S7K 3G8
Tel: 306-244-5521 Fax: 306-653-2458

DELTA
BESSBOROUGH

*Hotel was unable to
split receipt so
I paid for all rooms*

Saskatchewan Crop Insurance Corporation
Mr Chris Dyck
Canada

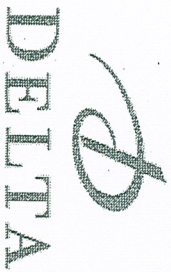
Room: 0247
Folio: 163274
Cashier: 91
Arrival: 10-23-12
Departure: 10-25-12

Group: Saskatchewan Crop Insurance Corporation

Date	Description	Additional Information	Charges	Credits
10-23-12	Room Charge	Routed From Hulston Lorelei Of Room #0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	169.00	
10-23-12	Room GST	Routed From Hulston Lorelei Of Room #0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Room PST	Routed From Hulston Lorelei Of Room #0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Destination Marketing Fee	Routed From Hulston Lorelei Of Room #0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	3.72	
10-23-12	Room Charge	Routed From Tainsh Brian Of Room #0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	169.00	
10-23-12	Room GST	Routed From Tainsh Brian Of Room #0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Room PST	Routed From Tainsh Brian Of Room #0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Destination Marketing Fee	Routed From Tainsh Brian Of Room #0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	3.72	N/A
10-23-12	Room Charge	Routed From Dyck Chris Of Room #0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	169.00	
10-23-12	Room GST	Routed From Dyck Chris Of Room #0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Room PST	Routed From Dyck Chris Of Room #0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	8.45	
10-23-12	Destination Marketing Fee	Routed From Dyck Chris Of Room #0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chis #0247	3.72	
10-24-12	Room GST	Routed From Hulston Lorelei Of Room #0237=>Dyck Chris #0247	8.45	N/A

Guest Signature: _____

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.



601 Spadina Crescent East, Saskatoon, Saskatchewan, S7K 3G8
 Tel: 306-244-5521 Fax: 306-653-2458

Saskatchewan Crop Insurance Corporation
 Mr Chris Dyck
 Canada

Room: 0247
 Folio: 163274
 Cashier: 91
 Arrival: 10-23-12
 Departure: 10-25-12

Group: Saskatchewan Crop Insurance Corporation

Date	Description	Additional Information	Charges	Credits
10-24-12	Room PST	#0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Hulston Lorelei Of Room	8.45	
10-24-12	Destination Marketing Fee	Corporation #9015=>Dyck Chris #0247 Routed From Hulston Lorelei Of Room #0237 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room	3.72	
10-24-12	Room Charge	#0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room	169.00	
10-24-12	Room GST	#0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room	8.45	
10-24-12	Room PST	#0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room	8.45	
10-24-12	Destination Marketing Fee	Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room #0243 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Tainsh Brian Of Room	3.72	N/A
10-24-12	Room Charge	#0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Dyck Chris Of Room	169.00	
10-24-12	Room GST	#0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Dyck Chris Of Room	8.45	
10-24-12	Room PST	#0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Dyck Chris Of Room	8.45	
10-24-12	Destination Marketing Fee	#0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 Routed From Dyck Chris Of Room	3.72	
10-25-12	Visa	#0247 Saskatchewan Crop Insurance Corporation #9015=>Dyck Chris #0247 XXXXXXXXXXXXXXX8530		1,137.72

Guest Signature: _____

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.

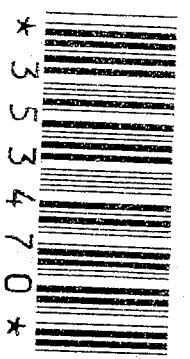
Parking @ Calgary Airport
PARK 2 GO

Tip to Saskatoon

GST 856 287016 RT0001

403.532.4844

Thank you!



CheckIn D/T: 10/23/12 08:28
CheckOut D/T: 10/25/12 15:47
Duration Time: 2d 07h 19m

Plate# [REDACTED]
Make/Model: [REDACTED]
Color: [REDACTED]

Parking Charge: \$43.94
Discount: \$8.79-

AMA 20p

Charge: \$33.48
Ttl Svc Chrgs: \$0.00

Service #1: ACCESS-SMS-TRN

@ Rate: \$0.00 + Tax

Sub Total: \$33.48
Tax %5: \$1.67

Total: \$35.15

Card Type: Visa

Account# *****8530

Card Holder: DYCK/CHRISTOPH

Ref # 018017

Order # 9EF6B9FB-FAE7-410

A-A695-F8E4F9A938B7

Total: \$35.15

