

Expense Report for July 2013

Agriculture Financial Services Corporation

Position Chief Operating Officer
 Name Merle Jacobson

| Expense Category | Expense Type | Date Expense Incurred | Amount | Description/Rationale | Receipt/ Per Diem |
|------------------|----------------|-----------------------|-----------|----------------------------------|-------------------|
| Travel | Transportation | 6/27/2013 | \$ 332.42 | Reinsurance meetings in Toronto | Receipt |
| Travel | Meals | 7/15/2013 | \$ 20.75 | Reinsurance meetings in Toronto | Per Diem |
| Travel | Accommodation | 7/15/2013 | \$ 241.17 | Reinsurance meetings in Toronto | Receipt |
| Travel | Miscellaneous | 7/15/2013 | \$ 8.00 | Reinsurance meetings in Toronto | Per Diem |
| Travel | Accommodation | 7/16/2013 | \$ 241.17 | Reinsurance meetings in Toronto | Receipt |
| Travel | Miscellaneous | 7/16/2013 | \$ 8.00 | Reinsurance meetings in Toronto | Per Diem |
| Travel | Meals | 7/16/2013 | \$ 23.95 | Reinsurance meetings in Toronto | Per Diem |
| Travel | Meals | 7/17/2013 | \$ 35.50 | FPT Ministers meeting in Halifax | Per Diem |
| Travel | Meals | 7/17/2013 | \$ 24.86 | FPT Ministers meeting in Halifax | Receipt |
| Travel | Miscellaneous | 7/17/2013 | \$ 8.00 | FPT Ministers meeting in Halifax | Per Diem |
| Travel | Accommodation | 7/17/2013 | \$ 198.24 | FPT Ministers meeting in Halifax | Receipt |
| Travel | Miscellaneous | 7/18/2013 | \$ 8.00 | FPT Ministers meeting in Halifax | Per Diem |
| Travel | Accommodation | 7/18/2013 | \$ 198.24 | FPT Ministers meeting in Halifax | Receipt |
| Travel | Transportation | 7/19/2013 | \$ 102.52 | FPT Ministers meeting in Halifax | Per Diem |
| Travel | Meals | 7/19/2013 | \$ 44.70 | FPT Ministers meeting in Halifax | Per Diem |
| Travel | Miscellaneous | 7/24/2013 | \$ 8.00 | Board meeting in Slave Lake | Per Diem |
| Travel | Accommodation | 7/24/2013 | \$ 119.94 | Slave Lake Board tour | Receipt |

Lacombe Travel Plus

5012 50th Ave
Lacombe AB T4L 2L1
Phone 403 782 6160 Fax 403 782 6434
lacombetravel@telus.net

INVOICE

DATE:27JUN2013
GST # 105446033

TO: MERLE JACOBSON**FOR: FLIGHT**

| DESCRIPTION | AMOUNT |
|--|---------------------------------|
| Montreal to Toronto One way Airfare Air Canada | \$257.00 |
| Base Fare | |
| Taxes | \$60.96 |
| GSt | \$14.46 |
| TOTAL | Total Amount of Ticket \$332.42 |

Thank you for your business!

Sheraton Gateway Hotel
 PO Box 3000
 Toronto AMF
 Toronto, ON L5P 1C4
 905-672-7000
 http://www.starwoodhotels.com/



| | | | | |
|-----------------|--------------|------------------|-------------|------------|
| Jacobson, Merle | Page Number | 1 | Invoice Nbr | 1000172650 |
| [REDACTED] | Guest Number | 1689382 | Arrive Date | 07-15-2013 |
| [REDACTED] | Folio ID | A | Depart Date | 07-17-2013 |
| | No. Of Guest | 1 | | |
| | Room Number | 743 | | |
| | Club Account | SPG [REDACTED] | | |
| | Time | 07-17-2013 07:44 | | |

Invoice

Tax Identification 140047879

| Date | Reference | Description | Charges | Credits |
|------------|-----------|--------------------------------|----------|-----------|
| 07-15-2013 | RT743 | Rooms HST | \$27.03 | |
| 07-15-2013 | RT743 | Destination Marketing Program | \$5.53 | |
| 07-15-2013 | RT743 | HST Destination Marketing Prog | \$0.71 | |
| 07-15-2013 | RT743 | Room Revenue | \$207.90 | |
| 07-16-2013 | RT743 | Rooms HST | \$27.03 | |
| 07-16-2013 | RT743 | Destination Marketing Program | \$5.53 | |
| 07-16-2013 | RT743 | HST Destination Marketing Prog | \$0.71 | |
| 07-16-2013 | RT743 | Room Revenue | \$207.90 | |
| 07-17-2013 | VI | Visa | | \$-482.34 |
| | | ** Total | \$482.34 | \$-482.34 |
| | | ** Balance | \$0.00 | |

HST Summary for your stay:

| | |
|-----------------------------|-------|
| Room Revenue HST | 54.06 |
| Food & Beverage HST | 0.00 |
| Photo/Fax/Copy Services HST | 0.00 |
| Other Revenue HST | 54.06 |

*GST
20.95*

Continued on the next page

Sheraton Gateway Hotel

PO Box 3000

Toronto AMF

Toronto, ON L5P 1C4

905-672-7000

<http://www.starwoodhotels.com/>



Jacobson, Merle Page Number 2 Invoice Nbr 1000172650
[REDACTED] Guest Number 1689382 Arrive Date 07-15-2013
[REDACTED] io ID A Depart Date 07-17-2013
No. Of Guest 1
Room Number 743
Club Account SPG - [REDACTED]
Time 07-17-2013 07:44

Invoice
EXPENSE SUMMARY REPORT
Currency: CAD

| Date | Room | Food/Bev | Phone | Taxes | Other | Total | Payment |
|------------|----------|----------|--------|---------|---------|----------|-----------|
| 07-15-2013 | \$207.90 | \$0.00 | \$0.00 | \$27.03 | \$6.24 | \$241.17 | \$0.00 |
| 07-16-2013 | \$207.90 | \$0.00 | \$0.00 | \$27.03 | \$6.24 | \$241.17 | \$0.00 |
| 07-17-2013 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$-482.34 |
| Total | \$415.80 | \$0.00 | \$0.00 | \$54.06 | \$12.48 | \$482.34 | \$-482.34 |

Your SPG Account C41226914100 earned at least 811 Starpoints. Get
10,000 more with the SPG Credit Card. spg.com/axpcard

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Resorts. Make new memories on a relaxing vacation or fun-filled family getaway at
breathtaking resorts around the globe. Explore more than 60 resort location at
www.sheraton.com/resorts

Sheraton Gateway Hotel

Mahogany Grill

G.S.T. # 140047879

101 Mustafa

23/1 1870 GST 2

JUL17'13 8:13AM

| | |
|-----------------------|-------|
| 1 Lg. Juice | 6.00 |
| 1 Parfait <i>mule</i> | 14.00 |
| 1 2 Eggs <i>mule</i> | 8.00 |
| 1 Ham & Eggs | 16.00 |
| Subtotal | 44.00 |
| H.S.T. Tax | 5.72 |
| 8:25 Total | 49.72 |

Tip/Grat: -----

Total: -----

Name (print) -----

Room # -----

Signature: -----

<http://globaltivity.com/692mahog>

Thank you



1725 Market Street
 Halifax, Nova Scotia, Canada B3J 3N9
 (902) 425-1986 Fax: (902) 429-6048 Toll Free: 1(800) 565-1567
 www.princegeorgehotel.com

Guest Name: Merle Jacobson



Room Number: 318
 Folio Number: R001G1VLC6Q - 1
 Group Number: 37706
 No. of Guests: 1
 Rate: 169.00
 C/O Clerk: YR

CC No:

CL #:

Arrival: 07/17/13 Time: 02:20 PM Departure: 07/19/13 Time: 07:47 AM Status: HIST

| Date | Ref # | Charge Type | Description | Charges | Credits |
|----------|--------------|---------------|------------------|----------|------------|
| 07/17/13 | 318 | ROOM CHARGE | | \$169.00 | |
| 07/17/13 | 318t | HRM MKTG LEVY | HRM MKTG LEVY | \$3.38 | |
| 07/17/13 | 318t | HST RM & LEVY | HST RM & LEVY | \$25.86 | |
| 07/18/13 | 318 | ROOM CHARGE | | \$169.00 | |
| 07/18/13 | 318t | HRM MKTG LEVY | HRM MKTG LEVY | \$3.38 | |
| 07/18/13 | 318t | HST RM & LEVY | HST RM & LEVY | \$25.86 | |
| 07/19/13 | Ck Out 07:47 | VISA -PAYMENT | ***** [REDACTED] | | (\$396.48) |

GST: 16.90

Folio Balance: \$0.00



H.S.T. Reg. No. 84970 2444 RT0007

AUTHORIZED BY: _____ CHECK-OUT BY: _____

Signature

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.

THE PRINCE OF WALES HOTEL
1725 MARKET STREET
HALIFAX, NS

Term ID: 28760027

Pre-Auth Completion

XXXXXXXXXX

VISA

Entry Method: M

Total: \$ 396.48

2013/07/19 07:48:18

Seq #: 0011160130

Appr Code: 074679

Resp Code: 01/027

APPROVED

Thank You

Customer Copy

- IMPORTANT -

retain this copy for your records

Agriculture Financial Services Corporation

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 Merle Jacobson | Chief Operating Officer | Risk Management | Lacombe |
| 2 | | | |
| 3 | | | |

Trip Information:

| | |
|------------------|--|
| Dates: | July 15 - 19, 2013 |
| Destination: | Toronto/ Halifax, Nova Scotia |
| Purpose of trip: | Reinsurance meeting in Toronto followed by attendance at the Annual Conference of Federal, Provincial and Territorial Ministers. See attached. |

Trip Expenses:

| | |
|---------------------------|------|
| Travel: | 1900 |
| Fees: | 403 |
| Accommodation: | 800 |
| Other: | 400 |
| Total Estimated Expenses: | 3503 |

Is Travel Outside of North America?

Yes: No:

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

Authorized by: _____ President & Managing Director

Date: _____

Signature of Individual(s):

| | |
|---|--|
| 1 | |
| 2 | |
| 3 | |

Date: _____

| |
|---------------|
| June 26, 2013 |
| |
| |

Recommended by: _____ Date: _____
(Supervisor)

Cost Centre Manager Comments: _____

Recommended by: _____ Date: _____
(Cost Centre Manager)

Vice-President Comments: _____

Recommended by: _____ Date: _____
(Vice-President)

Authorized by: Date: July 31 '13
(President & Managing Director / Board Chair)

Rm 100 J.G. O'Donoghue Bldg
 7000-113 St
 Edmonton, AB T6H 5T6
 Canada
 AFG24A - A.F.S.C.
 Pers. Tax ID:
 Guest: A.F.S.C.

Page Number : 2
 Guest Number: 169206
 Folio ID : A

24-JUL-13
 30-JUL-13

| Date | Reference | Description | Charges | Credits |
|----------------------|------------------|---------------------------------------|-------------------------|----------------------|
| 24-JUL-13 | RT542 | DMF GST | <0.05> | } Mel McNaughton |
| 24-JUL-13 | RT542 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT445 | Room Revenue | 10.90 | } Gail Surkan |
| 24-JUL-13 | RT445 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT445 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT445 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT544 | Room Revenue | 10.90 | } John Van Tryp |
| 24-JUL-13 | RT544 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT544 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT544 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT421 | Room Revenue | 10.90 | } Krish Krishnaswamy |
| 24-JUL-13 | RT421 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT421 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT421 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT434 | Room Revenue | 10.90 | } Darry Kay |
| 24-JUL-13 | RT434 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT434 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT434 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT138 | Room Revenue | 10.90 | } Wayne McDonald |
| 24-JUL-13 | RT138 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT138 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT138 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT520 | Room Revenue | 10.90 | } Merle Jacobson |
| 24-JUL-13 | RT520 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT520 | DMF GST | <0.05> | } |
| 24-JUL-13 | RT520 | DMF Tourism Levy | 0.04 | |
| 24-JUL-13 | RT441 | Room Revenue | 10.90 | } Brian Brandon |
| 24-JUL-13 | RT441 | Group Contract Room Charge | 109.00 | |
| 24-JUL-13 | RT441 | DMF GST | <0.05> | |

Continued on the next page