

# Expense Report for September 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	09/23/2013	\$ 97.97	Reinsurance meetings - Europe	Per Diem
Travel	Miscellaneous	09/23/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Accommodation	09/24/2013	\$ 445.54	Reinsurance meetings - Europe	Receipt
Travel	Miscellaneous	09/24/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Accommodation	09/25/2013	\$ 445.53	Reinsurance meetings - Europe	Receipt
Travel	Miscellaneous	09/25/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Meal	09/26/2013	\$ 9.20	Reinsurance meetings - Europe	Per Diem
Travel	Accommodation	09/26/2013	\$ 445.53	Reinsurance meetings - Europe	Receipt
Travel	Miscellaneous	09/26/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Meals	09/27/2013	\$ 44.70	Reinsurance meetings - Europe	Per Diem
Travel	Accommodation	09/27/2013	\$ 375.87	Reinsurance meetings - Europe	Receipt
Travel	Miscellaneous	09/27/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Meals	09/28/2013	\$ 44.70	Reinsurance meetings - Europe	Per Diem
Travel	Accommodation	09/28/2013	\$ 375.87	Reinsurance meetings - Europe	Receipt
Travel	Miscellaneous	09/28/2013	\$ 14.65	Reinsurance meetings - Europe	Per Diem
Travel	Meals	09/29/2013	\$ 23.95	AIAG Conference	Per Diem
Travel	Accommodation	09/29/2013	\$ 310.52	AIAG Conference	Receipt
Travel	Miscellaneous	09/29/2013	\$ 14.65	AIAG Conference	Per Diem
Travel	Meal	09/30/2013	\$ 14.75	AIAG Conference	Per Diem
Travel	Accommodation	09/30/2013	\$ 310.52	AIAG Conference	Receipt
Travel	Miscellaneous	09/30/2013	\$ 14.65	AIAG Conference	Per Diem



**STORCHEN**  
ZÜRICH

Mr.  
Merle Jacobson  
5718 56 Avenue  
Lacombe

CDN-Lacombe, Alberta T4L 1B1

**Invoice:** No. 130148/Page 1/Date: 27.09.13

Guest: Mr. Merle Jacobson  
Arrival: 24.09.13  
Departure: 27.09.13  
Room: 509

total in CHF

1	City Tax		24.09.13	2.50	
1	Room rate	24.09.13/Zi. 509	24.09.13	380.00	380.00
1	City Tax		25.09.13	2.50	2.50
1	Room rate	25.09.13/Zi. 509	25.09.13	380.00	380.00
1	City Tax		26.09.13	2.50	2.50
1	Room rate	26.09.13/Zi. 509	26.09.13	380.00	380.00
1	Mastercard EFT		27.09.13	-1'147.50	0.00

**Total:** 1'147.50  
**Payment:** -1'147.50  
**Amount due:** 0.00

Total in Euro: 0.00

Included V.A.T.:

City Tax	3.80 %	7.50	0.27
Logement	3.80 %	1'140.00	41.73

1147.50

1.1648

1336.60

UID: CHE-105.859.349 MWST

Thank you for your visit!



Storchen Zürich  
Weinplatz 2  
8022 Zürich

Attendant-id: 0  
ECR-id: 1  
ECR-Seq: 1026  
EFT Ref-No: 89797807

Purchase MasterCard  
XXXXXXXXXXXX

27.09.2013 10:08  
Trm-id: 30408875  
Act-id: 151  
AID: A0000001570020  
Trx. Seq-Cnt: 89797807  
Trx. Ref-No: 787472  
Auth. Code: 040837  
EPF: DC021B6D1DDB6696A96  
3BFACE9728E09

Total-EFT CHF: 1'147.50

.....  
Signature:



Jacobson, Merle  
5718 56 AVE  
LACOMBE, BC  
CANADA

ROOM NUMBER 818/T2D  
ARRIVAL DATE 29/09/2013 18:22:00  
DEPARTURE DATE 01/10/2013  
ADULT/CHILD 1/0  
ROOM RATE 215.00  
Cashier ATSO/ATTILA  
RATE PLAN C-GAIAA  
AL:  
Honors #

INVOICE 1219419  
CONFIRMATION NUMBER : 3521990595

VAT #  
FOLIO NO./CHE 504613 A

PAGE 1

01/10/2013 10:09:32

HILTON VIENNA

DATE	DESCRIPTION	ID	REF NO	GUEST CHARGES	CREDIT	BALANCE
29/09/2013	ROOM & BREAKFAST RATE	SAKR	3788024	€215.00		
30/09/2013	ROOM & BREAKFAST RATE	OSSA	3790247	€215.00		
01/10/2013	MC [REDACTED]	ATSO	3790806		€430.00	

TAX SUMMARY

TRADE RECEIVABLE NET €381.86  
NON TAXABLE AMOUNT €0.00  
VAT AT 20% €0.00  
VAT AT 10% €38.18  
CITY TAX €9.96  
CITY TAX €0.00  
TRADE RECEIVABLES INCL. VAT €430.00

AMOUNT

€0.00

Guest Signature \_\_\_\_\_

Please debit my account by the amount indicated above.

APPROVAL AMOUNT €559.14 APPROVAL CODE 122216  
TransactionID: 3790806 AMOUNT -€430.00

430.00

Exchange 1.4443

621.04

HILTON VIENNA

Am Stadtpark 1 | 1030 Wien | Österreich

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Hilton Reservierung & Kundenservice: 00 800-444 58 667

Hilton International Wien GesmbH

Sitz und Gerichtsstand Wien | Firmenbucheintrag: Handelsgericht Wien FN 127711 k  
Geschäftsführer: Norbert Lessing und Johannes Csar

DVR: 044.7994 / UID-Nr.: ATU 15676007 | BA-CA ACCOUNT: 00626200000 / CODE: 12000

Számla/Invoice  
Original / Eredeti

Számlaszám / Folio No. 532893  
Számla kelte / Invoice date 29-SEP-13  
Teljesítés dátuma / Del.date 29-SEP-13  
Fizetési határidő / Paym.Due 29-SEP-13  
Szobaszám / Room No. 619  
Érkezés / Arrival 27-SEP-13  
Utazás / Departure 29-SEP-13  
Készítette / User ID HOK

Merle Jacobson

[REDACTED]  
[REDACTED]  
[REDACTED]

Dátum Date	Megnevezés/Text	SZJ Áfa%	Menny.e. db	Menny. Qty	Egységár Unit Price	Nettó Érték Net Value	ÁFA Érték VAT Value	Bruttó Érték Gross Value
27-09-13	Tourism Tax / Idegenforgalmi ado			1	2,554	2,554		2,554
27-09-13	Room / Szállás 551010 18%			1	63,849	63,849	11,493	75,342
28-09-13	Tourism Tax / Idegenforgalmi ado			1	2,555	2,555		2,555
28-09-13	Room / Szállás 551010 18%			1	63,887	63,887	11,500	75,387
29-09-13	Mastercard I/F			1				-155,838

Fizetendő/Total 155,838.00 HUF  
Kiegyenlítés/Payment - 155,838.00 HUF  
Egyenleg/Balance 0 HUF

ÁFA tv.hk.k /VAT 0%

TAM / No VAT

AAM / No VAT

ÁFA / VAT 5%

ÁFA / VAT 15%

ÁFA / VAT 18%

ÁFA / VAT 20%

ÁFA / VAT 25%

ÁFA / VAT 27%

TIP: \_\_\_\_\_

TOTAL: \_\_\_\_\_

Összesen / Total 127,736 22,993 150,729 HUF  
Ifa / Tourism Tax 5,109 HUF

Aláírás / Signature

155,838 / 2017.30

Forintos utalás/For HUF payments: IBAN HU16 1040 2142 2141 7889 0000 0000  
EURs utalás/For EUR payments: IBAN HU41 1040 4027 4957 5250 5056 1024  
SWIFT: OKHBHUHB, Bank: K&H Bank Zrt, 1051 Budapest, Vigadó tér 1.

751.74

A számla 1 eredeti és 1 másolati példányban készült. Invoice has 1 original copy. Opera V5 by Micros Fidelio Inc.

Please charge the above amount to my credit card.

CC Nr/ Kártyaszám	XXXXXX	Date / Dátum	29-SEP-13	Swiped
Expy / Lejárát	XX/XX	Amount / Összeg	155,838	HUF
Appr. code / Eng. kód	094231	Exch.rate / Árfolyam		
Appr. amnt.	155,838	Amount		
Trans. nr.	23367605			

Cardholder has chosen to pay in his own Currency. This transaction is based on Reuter's wholesale exchange rate plus 3 per cent standard international conversion margin. My choice is final. Transactions can also be conducted in EUR.

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:	September 23 - October 5, 2013
Destination:	Zurich, Vienna, Paris and London
Purpose of trip:	Attend the Congress of the International Association of Agricultural Production Insurers and Reinsurer meetings. See attached.


**Trip Expenses:**

Travel:	7,700.00
Fees:	0
Accommodation:	4375
Other:	1500
Total Estimated Expenses:	13,575

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:

August 23, 2013

Recommended by: \_\_\_\_\_  
 (Supervisor)

Date: \_\_\_\_\_

Cost Centre Manager Comments: \_\_\_\_\_


Recommended by: \_\_\_\_\_  
 (Cost Centre Manager)

Date: \_\_\_\_\_

Vice-President Comments: \_\_\_\_\_

Recommended by: \_\_\_\_\_  
 (Vice-President)

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_