

Expense Report for June 2013

Agriculture Financial Services Corporation

Position Senior Manager, Portfolio Office
Name Lana Kelk

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt/ Per Diem
Travel	Transportation	06/22/2013	\$ 68.18	Evolving PMO Course - Orlando	Per Diem
Travel	Transportation	06/22/2013	\$ 1,297.87	Evolving PMO Course - Orlando	Receipt
Travel	Transportation	06/22/2013	\$ 56.64	Evolving PMO Course - Orlando	Receipt
Travel	Meal	06/22/2013	\$ 23.95	Evolving PMO Course - Orlando	Per Diem
Travel	Miscellaneous	06/23/2013	\$ 14.65	Evolving PMO Course - Orlando	Per Diem
Travel	Accommodation	06/23/2013	\$ 163.12	Evolving PMO Course - Orlando	Receipt
Travel	Meal	06/24/2013	\$ 20.75	Evolving PMO Course - Orlando	Per Diem
Travel	Accommodation	06/24/2013	\$ 163.12	Evolving PMO Course - Orlando	Receipt
Travel	Miscellaneous	06/24/2013	\$ 14.65	Evolving PMO Course - Orlando	Per Diem
Travel	Meal	06/25/2013	\$ 20.75	Evolving PMO Course - Orlando	Per Diem
Travel	Accommodation	06/25/2013	\$ 163.12	Evolving PMO Course - Orlando	Receipt
Travel	Miscellaneous	06/25/2013	\$ 14.65	Evolving PMO Course - Orlando	Per Diem
Travel	Meal	06/26/2013	\$ 20.75	Evolving PMO Course - Orlando	Per Diem
Travel	Accommodation	06/26/2013	\$ 163.12	Evolving PMO Course - Orlando	Receipt
Travel	Miscellaneous	06/26/2013	\$ 14.65	Evolving PMO Course - Orlando	Per Diem
Travel	Meal	06/27/2013	\$ 20.75	Evolving PMO Course - Orlando	Per Diem
Travel	Accommodation	06/27/2013	\$ 163.12	Evolving PMO Course - Orlando	Receipt
Travel	Miscellaneous	06/27/2013	\$ 14.65	Evolving PMO Course - Orlando	Per Diem
Travel	Meal	06/28/2013	\$ 23.95	Evolving PMO Course - Orlando	Per Diem
Travel	Transportation	06/28/2013	\$ 70.15	Evolving PMO Course - Orlando	Receipt
Travel	Transportation	06/28/2013	\$ 68.17	Evolving PMO Course - Orlando	Per Diem

Lana Kelk

From: [REDACTED]
Sent: Monday, June 17, 2013 7:12 AM
To: Lana Kelk
Subject: Fw: Reservation Confirmation

----- Original Message -----
From: [WestJet Airlines](#)
To: Lana Kelk
Sent: Monday, June 10, 2013 6:40 PM
Subject: Reservation Confirmation



WestJet
22 Aerial Place N.E.
Calgary, Alberta,
Canada
Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight. This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is: **CXWPCP**

Main contact: Mrs Lana Kelk
E-mail: [REDACTED]
Phone Number: (01) [REDACTED]

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#)

Guest

Mrs. Lana Kelk Flight Calgary (YYC)-Orlando (MCO), Orlando (MCO)-Dallas Fort Worth (DFW), Dallas Fort Worth (DFW)-Calgary (YYC)

WestJet FF 520734174

Ticket Number TN8382190328988

Seat YYC-MCO: 16F;MCO-DFW: *;DFW-YYC: 17A

Air Itinerary Details

WS1406 WestJet Orlando, US
Sat, 22 Jun 2013, 09:55 AM
Orlando, US
Sat, 22 Jun 2013, 04:55 PM
Fare type: Flex
Non-stop

WS5155 Operated by AMERICAN AIRLINES Orlando, US
Fri, 28 Jun 2013, 12:00 PM
Dallas Fort Worth, US
Fri, 28 Jun 2013, 01:45 PM
Fare type: Plus
Non-stop

WS1555 WestJet Dallas Fort Worth, US
Fri, 28 Jun 2013, 03:45 PM
Calgary, CA
Fri, 28 Jun 2013, 06:29 PM
Fare type: Plus
Non-stop

Fare Breakdown

Guest Type	Base Fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total Fare per guest	Number of guests	Total Fare
adult	CAD 1,097.99	CAD 15.00	CAD 169.13	CAD 1,282.12	x 1	CAD 1,282.12
						Total airfare: CAD 1,282.12

Tax Details

Rate Code	Description	Amount
XA	APHIS User Fee - Passengers	CAD 5.26

US	UNKNOWN	CAD 36.16
XG	Goods and Services Tax (GST)	CAD 57.75
XF	U.S. Passenger Facilitation Charge*U.S. Passenger Facilitation Charge	CAD 9.46
XY	Immigration User Fee	CAD 7.36
AY	U.S. September 11th Security Fee	CAD 5.26
CA	Air Travellers Security Charge (ATSC)	CAD 12.10
YC	Customs User Fee	CAD 5.78
SQ	Airport Improvement Fee (AIF)	CAD 30.00
		Total airfare: CAD 169.13

Fare family benefits

YYC-MCO: Flex Seat Sale Benefits

- One complimentary checked bag*
- Advanced seat selection - \$5 to \$34.50, with access to emergency exit row(s), which includes advance boarding* †
- \$50-\$57.50 itinerary change fee + applicable fare difference †
- \$50-\$57.50 name change fee †
- \$50-\$57.50 cancellation fee, balance refunded to travel bank †
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

Fare family benefits

MCO-YYC: Plus Seat Sale Benefits

- Two complimentary checked bags*
- Advanced complimentary seat selection, with access to first three rows/emergency exit row, which includes advance boarding*
- No itinerary change fee + applicable fare difference
- Complimentary name change
- \$50-\$57.50 cancellation fee, balance refunded to original form of payment †
- Complimentary day-of-flight itinerary changes at the airport*
- Priority security screening (as available by airport)
- * Not applicable on flights operated by our airline partners
- † Fees include approximate taxes

Seats

Regular seat WS 1406 YYC - MCO Seat 16F Mrs Lana Kelk

CAD 15.00 + CAD 0.75 Tax

Total Seats: CAD 15.75

Total

Charged to MASTERCARD XXXX XXXX XXXX CAD 15.75

Charged to MASTERCARD XXXX XXXX XXXX CAD 1,282.12

Total CAD 1,297.87

Important Information

Thank you for choosing WestJet

QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our airlines partners ; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our [code-share baggage info page](#).
- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.

MEARS
TRANSPORTATION
GROUP

(407)422-2222

TAXI #: 86
DRIVER: 19843800
06/22/13
18:23:37
MAST
XXXXXXXXXXXXXXXX8433
EXP XXXX
REF# 95443
AUTH# 18231B

FARE \$ 49.25
TIP \$ 7.39

TOTAL \$ 56.64

X-----
TRANS. APPROVED

THANK YOU

Order online at:
MearsTaxi.com

---COPY---



06/28/13

09:42

MAST XXXXXXXXXXXXXXX8433
ED:XXXX

#6961 AUTH# 09415

FARE: 61.00

TIP: 9.15

TOTAL: 70.15

X_____



CARIBEROYALE

ALL-SUITE HOTEL
CONVENTION CENTER
ORLANDO

Guest Name: Lana Kelk

Room #: 2836
Folio#: R3274CN5M
Group #: PMI13
Guests: 1
Clerk:

[Redacted]
[Redacted]
[Redacted] CA

CC #: *****

Arrive: 06/22/13 Time: 06:26 PM Depart: 06/28/13 Time: 12:31:09 Stat: FOL

Date	Description	Reference	Comment	Charges	Credits
06/22/13	SUITE REVENUE	2836		\$145.00	
06/22/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
06/23/13	SUITE REVENUE	2836		\$145.00	
06/23/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
06/24/13	SUITE REVENUE	2836		\$145.00	
06/24/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
06/25/13	SUITE REVENUE	2836		\$145.00	
06/25/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
06/26/13	SUITE REVENUE	2836		\$145.00	
06/26/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
06/27/13	SUITE REVENUE	2836		\$145.00	
06/27/13	SUITE TAX	2836t	SUITE TAX	\$18.12	
				\$15.60	
				\$978.72	

Guest Signature: _____

Caribe Royale Orlando
8101 World Center Drive
Orlando, FL 32821
Tel: (407) 238-8000
Fax: (407) 238-8050

