

Expense Report for November 2013

Agriculture Financial Services Corporation

Position Senior Manager, Strategic Markets

Name Robert Lai

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt/ Per Diem
Travel	Accommodation	10/30/2013	\$ 178.51	Meeting with clients in Calgary	Receipt
Travel	Miscellaneous	11/01/2013	\$ 414.75	Investing in Agriculture & Food Conference	Receipt
Working Session	Meals	11/06/2013	\$ 65.13	Manager meeting	Receipt
Hosting	Meals	11/08/2013	\$ 37.94	Client meeting	Receipt
Travel	Transportation	11/19/2013	\$ 26.26	Investment meeting in Calgary	Per Diem
Travel	Miscellaneous	11/19/2013	\$ 6.99	Investment meeting in Calgary	Receipt
Travel	Meals	11/19/2013	\$ 23.95	Investment meeting in Calgary	Per Diem
Travel	Transportation	11/19/2013	\$ 23.00	Investment meeting in Calgary	Receipt
Travel	Transportation	11/19/2013	\$ 444.41	Investment meeting in Calgary	Receipt
Travel	Transportation	11/20/2013	\$ 176.75	NACS conference in Calgary	Per Diem
Travel	Meals	11/20/2013	\$ 14.75	NACS conference in Calgary	Per Diem
Travel	Accommodation	11/20/2013	\$ 178.51	NACS conference in Calgary	Receipt
Travel	Miscellaneous	11/20/2013	\$ 8.00	NACS conference in Calgary	Per Diem
Travel	Transportation	11/21/2013	\$ 113.63	NACS conference in Calgary	Per Diem
Travel	Meals	11/21/2013	\$ 9.20	NACS conference in Calgary	Per Diem
Hosting	Meals	11/21/2013	\$ 59.92	Meeting with AITF	Receipt
Travel	Accommodation	11/21/2013	\$ 178.51	Sales & Markets meeting in Lethbridge	Receipt
Travel	Miscellaneous	11/21/2013	\$ 8.00	Sales & Markets meeting in Lethbridge	Per Diem
Travel	Transportation	11/22/2013	\$ 275.22	Sales & Markets meeting in Lethbridge	Per Diem
Travel	Meals	11/22/2013	\$ 29.95	Sales & Markets meeting in Lethbridge	Per Diem
Travel	Transportation	11/26/2013	\$ 30.30	Strategic Initiatives meeting in Leduc	Per Diem
Travel	Transportation	11/28/2013	\$ 681.83	Meetings in the US	Receipt
Travel	Transportation	11/28/2013	\$ 294.50	Meetings in the US	Receipt
Travel	Transportation	11/28/2013	\$ 288.68	Meetings in the US	Receipt

333290540

Sheraton Cavalier Hotel Calgary
2620 32 Avenue N.E.
Calgary, AB T1Y 6B8
Canada

Tel: 403-291-0107 Fax: 403-291-2834

Robert Lai

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Page Number : 1
Guest Number: 1124516 Arrive Date: 30-OCT-13 22:01
Folio ID : EX-A Depart Date: 31-OCT-13
No. Of Guest: 1
Room Number : 749
Room Rate : 159.00
Club Account: [REDACTED]

Information Invoice

Tax ID: GST- r100846435
Sheraton Cavalier 31-OCT-13 02:25 OSEME

Date	Reference	Description	Charges	Credits
30-OCT-13	RT749	Room Charge (CT)	159.00	
30-OCT-13	RT749	Alberta TL Tax	6.36	
30-OCT-13	RT749	DMF	5.20	
30-OCT-13	RT749	GST	7.95	
31-OCT-13	MC	Mastercard	-178.51	
		** Total	178.51	-178.51
		*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

Continued on the next page

Meghan Taylor

333082253

From: [REDACTED]
Sent: Friday, November 01, 2013 10:00 AM
To: Robert Lai
Cc: [REDACTED]
Subject: Purchase Confirmation No. 083670 (Robert Lai)

Dear Robert Lai,

Thank you for your payment.

For your records, below is a summary of your transaction with CMC-Canada.

RECEIPT

Date/Time: 11/1/2013 11:55 AM

Purchase Submitted

Thank you. Your purchase has been submitted. Please reference the confirmation number below for this purchase.

Your confirmation number is: 083670 Please keep this number for any references.

Billing Address

Robert Lai

[REDACTED]
 [REDACTED]
 [REDACTED]
 Canada
 [REDACTED]
 [REDACTED]

Purchased By
 Robert Lai
 Customer ID: 040580
 (780) 644-2152
robert.lai@afsc.ca

Items in Cart

Shopping Cart Items	Amount	Quantity	Total
North American Consulting School Conference- Investing in Agriculture & Food (November 20-21, 2013)	\$395.00	1	\$395.00
Main Registration - Badge Name: Robert	\$0.00		\$0.00
Fee Type: Fee			
Total:			\$414.75
Payment:			\$414.75
Balance:			\$0.00
Payment Method:			Credit Card

North American Consulting School Conference- Investing in Agriculture & Food (November 20-21, 2013)
 Main Registration - Badge Name: Robert

Fee Type: Fee
 Amount: \$395.00
 Quantity: 1
 Total: \$395.00

Event

334069581

HIGH LEVEL DINER
10912 88 AVE NW T6G0Z1
EDMONTON AB
21063479

Highlevel Diner
10912 - 88 Avenue
Edmonton, AB
Ph: 780-433-1317
GST#R13989145

1111 PURCHASE 1111
11-08-2013 10:45:37
Acct # 556909111111 C
Exp Date 04/16 Card Type MC
Name: ROBERT LAI
A0000000041010 MasterCard

Trace # 130048 Operator 015
FS2106347901
Inv. # 34013
Auth # 124538 RRN 001901047
TVR 0000008000 TSI E800
TC 3D5F46BB97E2A172

15 Marie
Check: 2643
Table: 14-1
11/08/2013 10:05AM
Guests: 3

DINE IN
2 Coffee 5.50
3 Breakfast Special 20.97
1 BUN 3.95

Purchase \$31.94
Tip \$6.00
Total \$37.94
SUBTOTAL 30.42
30.42 GST 1.52
TOTAL DUE \$31.94
0.00

(00) APPROVED-THANK YOU
(PIN VERIFIED)

Please Pay Your Server
THANK YOU

Retain this copy for your records
Merchant copy

Order Number: 2643

AMOUNT \$56.64
TIP \$8.49
TOTAL \$65.13

Appr Code: 152506
MASTERCARD

MID: 8022185352
TID: 0089250008022185352000
Entry Method : C
REF #: 6
2013/11/06 13:25:05
Trace:0008

VERIFIED BY PIN

MasterCard
AID: A0000000041010
TC: E08BC8
TVR: 0000008000

THANK YOU / MERCI
CUSTOMER COPY

APPROVED

PICCOLINDS RES
9112 142 STREET
EDMONTON, AB
T5R 0M7
780-443-1260
SALE

RICCOLINO BISTRO
9112 - 142 STREET
EDMONTON ALBERTA
GST #886607118
333654285
11/06/2013 01
000000#0789 CLERK01
FOOD T: \$42.00
FOOD T: \$11.95
MDSE ST \$53.95
G.S.T. \$2.70
ITEMS 20
CREDIT \$56.65

335006417

HMSHOST
TIM HORTONS A
CALGARY INTERNATIONAL AIRPORT

297314 Pardeep

CHK 6307

NOV19'13 7:07AM

TO GO

1 DONUT 12 6.99

SUBTOTAL 6.99

AMOUNT PAID 6.99

XXXXXXXXXXXX

MASTERCARD

6.99

--297314 Closed NOV19 07:07AM----

THANK YOU FOR YOUR BUSINESS!

TELL US ABOUT YOUR EXPERIENCE

JON VAN BESOUW
403-221-1779
JON.VANBESOUW@HMSHOST.COM

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax CodeCA5%

Exit Lane 19/11/13 13:23
Receipt 016787

Short-term parking tkt

HL - No: 005777

19/11/13 05:09 -

20/11/13 05:08 -

Period 1d0h0'

(Tax) \$23.00

Total -----
\$23.00

Payment Received

MC \$23.00

XXXXXXXXXXXX

Merch:82003340013

Auth:152329

Type: Swiped

Sub Total \$21.90

Tax 5% 1.10

335006418

8293227F 171

Your booking is confirmed. Booking reference: KTTAFM

An email booking confirmation has been sent to: robert.lai [REDACTED]
 Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

Passengers Mr Robert Lai

Flight	From	To	Departure	Arrival	Airfare	Options
AC8131	Edmonton (YEG)	Calgary (YYC)	06:00 Tue 19-Nov 2013	06:52 Tue 19-Nov 2013	318.00	36.00
AC8140	Calgary (YYC)	Edmonton (YEG)	11:30 Tue 19-Nov 2013	12:22 Tue 19-Nov 2013		90.41
					Travel Insurance	Purchase Travel Insurance
					Grand Total	\$444.41
					Canadian dollars	

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.

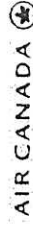


Booking Information

Booking Reference: KTTAFM

Customer Care

Electronic Ticketing confirmed. This is your official itinerary/receipt.
 Main Contact: [REDACTED]
 Mr Robert Lai
 Air Canada
 1-888-247-2262
 Flight Arrivals and Departures
 1-888-422-7533



Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8131 ¹	Edmonton, Edmonton Int'l (YEG)	Calgary (YYC) Tue 19-Nov 2013 06:52	0	0hr52	DH3	Tango, G	
AC8140 ¹	Calgary (YYC) Tue 19-Nov 2013 11:30	Edmonton, Edmonton Int'l (YEG) Tue 19-Nov 2013 12:22	0	0hr52	DH3	Tango, G	

Operated by:

¹Air Canada Express - Jazz

Passenger Information

1: Mr Robert Lai : Adult (16+), Ticket Number: 0142127753620

Payment Card: xxxx-xxxx-xxxx [REDACTED]

Meal Preference: None

Seat Selection: AC8131 4DPAid, AC8140 3DPAid

Special Needs: None

Purchase Summary

Fare Summary	
Total charge for 1 adult	
Air Transportation Charges	159.00
Departing Flight (Tango) (including surcharges)	159.00
Return Flight (Tango) (including surcharges)	36.00
Options	

335365777

Sheraton Cavalier Hotel Calgary
2620 32 Avenue N.E.
Calgary, AB T1Y 6B8
403-291-0107
http://www.starwood.com/



Sheraton
HOTELS & RESORTS

Lai, Robert Page Number 1
[REDACTED] Guest Number 1128677 Arrive Date 11-21-2013 07:49
[REDACTED] Folio ID A Depart Date 11-22-2013
[REDACTED] No. Of Guest 1
Room Number 649
Time 11-22-2013 07:13

Information Invoice

Tax Identification GST- r100846435

Date	Reference	Description	Charges	Credits
11-21-2013	RT649	Balance Through 11-20-2013	\$178.51	
11-21-2013	RT649	Room Charge (CT)	\$159.00	
11-21-2013	RT649	Alberta TL Tax	\$6.36	
11-21-2013	RT649	DMF	\$5.20	
11-21-2013	RT649	GST	\$7.95	
		** Total	\$357.02	\$0.00
		** Balance	\$357.02	

15.90
0.00
0.00
0.00
15.90

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room Chrg	Food & Bev	Telephone	GST	Other	Total	Payment
11-20-2013	\$159.00	\$0.00	\$0.00	\$7.95	\$11.56	\$178.51	\$0.00
11-21-2013	\$159.00	\$0.00	\$0.00	\$7.95	\$11.56	\$178.51	\$0.00
Total	\$318.00	\$0.00	\$0.00	\$15.90	\$23.12	\$357.02	\$0.00

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

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon!

Tell us about your stay. www.sheraton.com/reviews

Continued on the next page

It was a piece of cake!
EARLS RESTAURANTS

earls

GREAT FOOD GREAT PEOPLE

14 Ash A

Tbl 156/1 Chk 8392 Gst 2
21 Nov '13 05:37 PM

2 POP @ 3.10 6.20
2 POP REFILL 0.00
1 HUNAN/CHK 17.75
1 9oz SIRLOIN 25.50
No Sauce

Subtotal 49.45
GST Tax 2.47
06:26PM Total 51.92

earls

We would love to hear
your feedback!

Please email Lauren Barr at
lbarr@earls.ca

Thank you for coming!
GST#139964886

335 205 144

EARLS #24 Barlow Trail
3030 23rd Street NE
Calgary, AB
T2E 8R7
403-291-6700

TRANSACTION RECORD

Trans. #: 9085

RUC: Lounge
Table #: 156
Check #: 8392
Group #: 1
Employee #: 14
Employee Name: Ash A

MasterCard
Pre-Auth Purchase C
XXXXXXXXXX
AID: A0000000031010

Amount \$51.92
Tip \$8.00
=====

TOTAL CAD\$59.92

APPROVED 203220
00-001 203220
EA24WS06/EA24MC06
222001001010
2013 11 21 18:32:20

TUR: 0000008000
TSI: E800

Customer Copy

THANK YOU
Come Again

itinerary/receipt.

Main Contact:

Mr Robert Lai

[Redacted]

Departures
1-888-422-7533

Online Services

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

Request an upgrade

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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.

* Can my booking be changed online?



Additional passenger information is required

Your current flight itinerary includes travel to a country that requires additional passenger information.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

Provide passenger information

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC247	Edmonton, (YEG)	Vancouver, (YVR)	0	6hr14	E90	Flex, U	
	Mon 02-Dec 2013 13:35	Mon 02-Dec 2013 14:20 - Terminal M					
AC562	Vancouver, (YVR)	San Francisco, (SFO)	0		E90	Flex, U	WIF
	Mon 02-Dec 2013 16:25 - Terminal M	Mon 02-Dec 2013 18:49 - Terminal I (Int.)					

F: Food for purchase on board All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Passenger Information

1: Mr Robert Lai : Adult (16+), Ticket Number: 0142128247624

[Redacted]

Meal Preference : None

Payment Card: xxxxx-xxxx-xxxx-

[Redacted]

Special Needs: None

Seat Selection: AC247 17D , AC562 16C

2: Mr Bradley David Klak : Adult (16+), Ticket Number: 0142128247625

[Redacted]

Meal Preference : None

Payment Card: xxxxx-xxxx-xxxx-

[Redacted]

Special Needs: None

Seat Selection: AC247 15D , AC562 15C

3: Mr Wayne Mcdonald : Adult (16+), Ticket Number: 0142128247626

N/A

Meal Preference : **None**
Special Needs: **None**

Payment Card: **xxxx-xxxx-xxxx-xxxx**
Seat Selection: **AC247 16D , AC562 17C**

Purchase Summary

Fare Summary
Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex
Surcharges **569.00**
7.50

Taxes, Fees and Charges

Canada Airport Improvement Fee 25.00
U.S.A Transportation Tax 18.61
U.S Agriculture Fee 5.41
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 30.68
U.S.A Immigration User Fee 7.58
Air Travellers Security Charge (ATSC) 12.10
U.S. Federal Customs Fee 5.95

681.83

Total airfare and taxes before options (per passenger)
Number of passengers 3
Travel Insurance (declined) 0.00

\$2045.49

Grand Total - Canadian dollars

Payment Information

Credit/Debit Card **xxxx-xxxx-xxxx-xxxx** - Amount paid: **\$2045.49**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$681.83 (Airfare - per ticket)

Ticket number(s): 0142128247624, 0142128247625, 0142128247626

Fare Rules

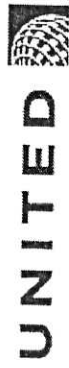
Departing Flight Edmonton (YEG) To San Francisco (SFO) - **Flex**

- **Changes:**
 - Prior to day of departure - **Change fee** per transaction, per passenger, is \$200 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
 - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
 - **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
 - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
 - Tickets are **non-refundable** and **non-transferable**.
 - **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per transaction, per passenger.

335862631
335862632

335862633

From: United Airlines, Inc. <unitedairlines@united.com>
Sent: Thursday, November 28, 2013 3:18 PM
To: [REDACTED]
Subject: eTicket Itinerary and Receipt for Confirmation N8PSX3



Issue Date: November 28, 2013

A STAR ALLIANCE MEMBER

Confirmation:
N8PSX3

Traveler

LAI/ROBERTMR
KLAU/BRADLEYDMR N/A
MCDONALD/PETERWAYNE N/A

eTicket Number
0162387957173
0162387957174
0162387957175

Frequent Flyer

Seats

FLIGHT INFORMATION

Day, Date Wed, 04DEC13 **Flight** UA6249 **H** **Class** H **Departure City and Time** SAN FRANCISCO, CA (SFO) **1:05 PM** **Arrival City and Time** SEATTLE, WA (SEA) **3:13 PM** **Aircraft** CRJ-700 **Meal**

Flight operated by SKYWEST AIRLINES doing business as UNITED EXPRESS.

FARE INFORMATION

Fare Breakdown

Airfare: 242.79USD
Equivalent Airfare: 263.00CAD
U.S. Federal Transportation Tax: 19.70
U.S. Flight Segment Tax: 4.20
September 11th Security Fee: 2.70
U.S. Passenger Facility Charge: 4.90
Per Person Total: 294.50CAD
eTicket Total: 883.50CAD

Form of Payment:

MASTERCARD
Last Four Digits [REDACTED]

The airfare you paid on this itinerary totals: 789.00 CAD

The taxes, fees, and surcharges paid total: 94.50 CAD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.
NONREF/0VALUAFTDPT/CHGFEE;YUL POS END
Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

Baggage allowance and charges for this itinerary.

Baggage fees are per traveler

Origin and destination for checked baggage	1 st bag	2 nd bag	Max wt / dim per piece
12/4/2013 San Francisco, CA (SFO) to Seattle, WA (SEA)	25.00 USD	35.00 USD	50.0lbs (23.0kg) - 62.0in (157.0cm)

Carry-on baggage information

United accepts one carry-on item of no more than 45 linear inches or 114 linear centimeters in the aircraft cabin, along with one personal item (such as a shoulder or laptop bag).
Due to FAA regulations, operating carriers may have different carry-on requirements.

Additional Baggage Information

335862634 335862636
 335862635

From: Alaska Airlines <Alaska.IT@alaskaair.com>
Sent: Thursday, November 28, 2013 2:06 PM
To: [REDACTED]
Subject: Confirmation Letter - XVGPMR 12/05/13 - from Alaska Airlines

If you have trouble viewing this message, [click here](#) to request a plain text-only version of this email.



HOME	PLAN & BOOK	DEALS	DESTINATIONS	MILEAGE PLAN™
Home	Reservations	Deals	Day of Flight	Destinations
				Mileage Plan™
				More...

Confirmation Code: XVGPMR

Below is your booking confirmation. Thank you and enjoy your trip.
Need to change your flight? Visit us in [advance](#), [online](#) or through [reservations](#).

Flight	Departs	Arrives	Class	Traveler(s)	Seat(s)
Alaska 2584 Bombardier Q400	Seattle (SEA) Thu, Dec 5 2:55 pm	Edmonton, Canada (YEG) Thu, Dec 5 5:48 pm	B (Coach)	Robert Lai Bradley Klak Peter-McDonald	13B 11D 13D

N/A
N/A

Operated By Horizon Air as Alaska Airlines. Check in with Alaska Airlines.

Additional Information

International Travel Information
 Customs and Immigration agencies require documents that prove citizenship when traveling across international borders. The traveler is responsible for obtaining all necessary travel documents and complying with the laws of each country flown from, through, or into. Please visit our preferred provider, [TravelDoc](#), to determine the documentation and visa requirements for your chosen destination.

A ticket is required and fees apply for lap infants. Contact the international airline to pay the fee and arrange for ticketing immediately after purchasing the accompanying adult's reservation. Alaska Airlines does not issue lap infant tickets.

Summary of Airfare Charges

Robert Lai	
Ticket 0272137428711	
Base Fare and Surcharges	\$241.50
Taxes and Other Fees	\$24.20
per person total:	\$265.70
<i>@ 1.0865</i>	
Bradley Klak	
Ticket 0272137428712	
Base Fare and Surcharges	\$241.50
Taxes and Other Fees	\$24.20
per person total:	\$265.70 <i>N/A</i>

Hotels & Cars

LOW PRICE GUARANTEE
 Provided by Orbitz®

Need a Hotel?

Use our hotel deal finder to book a hotel in Edmonton.

Need a Ride?

Use our car deal finder to rent a car in Edmonton.

Get the Signature Card

Apply now for the Alaska Airlines Visa Signature® card and earn 25,000 Bonus Miles upon approval. \$



Apply

Sign up for the Insider

Our weekly email newsletter features

~~Peter-Medonald~~ — NJH

Ticket 0272137428713

Base Fare and Surcharges

\$241.50

Taxes and Other Fees

\$24.20

per person total:

\$265.70

Amount Due For Air Travel

USD \$797.10

View All [Taxes, Fees and Charges](#)

Total Charges and Credits

Nonrefundable fare of \$797.10 was charged to the Mastercard card with number ***** held by Robert Lal on 11/28/2013.

Trip Protection by Allianz Global Assistance

Purchase trip protection benefits and travel assistance services for your trip from [Allianz Global Assistance](#). [Learn more](#)

Flight Status Alerts

When you create a Flight Status Alert, we notify you in the event of delays, early arrivals, and cancellations of Alaska Airlines flights (email or text message).

[▶ Create Alert](#)

Check-In

When traveling on Alaska Airlines, save time by checking in online 1 to 24 hours prior to departure. You can also check in at one of our airport kiosks or at the ticket counter.

[▶ Web Check-In](#)

For more information about minimum check-in times, required identification, international travel, and traveling with minors, [please visit our website](#).

Manage Your Flight Reservation

You can view your reservation online at [alaskaair.com](#).

[▶ View Your Reservation](#)

Alaska Airlines 1-800-ALASKAAIR (1-800-252-7522)

If calling from outside the U.S. or Canada, precede all numbers with 001.

Baggage

Carry-On Baggage: On Alaska Airlines flights, each traveler is limited to one carry-on bag that measures up to 10 x 17 x 24 inches, plus one personal item. See our [Carry-on Baggage](#) page for more information.

Checked Baggage: Alaska Airlines rules and fees apply for this itinerary.

exclusive fare sales, Discount Codes and Web specials tailored to your preferences, as well as Alaska Airlines Mileage Plan offers and news.

[Sign up](#) ▶

Special Service Requests

Alaska Airlines provides a meet and assist service for travelers who need assistance through the airport. Request this service online or over the phone.

[View Reservation](#) ▶

InFlight Service

Many Alaska Airlines flights offer the option to [purchase a meal](#) or rent an [inflight entertainment player](#) for your enjoyment. We've also equipped almost all of our fleet with InFlight WiFi so you can surf the web or stay productive inflight. For more info, please see our [on-board guide](#).

For Your Security

Do you have a redress number? If so, and you did not provide it when you made your reservation, please visit [www.alaskaair.com](#) or call Reservations.

To learn more about redress numbers go to [www.dhs.gov/trip](#).

Destinations

View information for:
[Edmonton, Canada](#)

Contact Us

Share your thoughts with us, [contact us](#).



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 Robert Lai	Senior Manager	Strategic Markets	Edmonton
2			
3			

Trip Information:

Dates:	December 2 – 5, 2013
Destination:	Seattle, San Francisco
Purpose of trip:	AFSC to meet with Silicon Valley Bank and other capital firms in the United States to discuss different financial instruments for AFSC to consider as new products.

Trip Expenses:	
Travel:	\$1,700.00
Fees:	\$0.00
Accommodation:	\$650.00
Other:	\$500.00
Total Estimated Expenses:	\$2,850.00

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

Signature of Individual(s):

1	
2	
3	

Date:	

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: Nov 27/13
 (President & Managing Director / Board Chair / Minister)