

Expense Report for September 2013

Agriculture Financial Services Corporation

Position Vice-President Sales and Markets
 Name Kelly Rich

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt/ Per Diem
Travel	Meals	09/04/2013	\$ 9.20	Lacombe HO Meeting	Per Diem
Travel	Meals	09/10/2013	\$ 26.53	meeting with Senior Vice-President Corporate Service	Receipt
Travel	Accommodation	09/10/2013	\$ 126.61	meeting with Vice-President Human Resources and Culture	Receipt
Travel	Miscellaneous	09/10/2013	\$ 8.00	meeting with Vice-President Human Resources and Culture	Per Diem
Travel	Meals	09/11/2013	\$ 23.95	Lacombe HO Meetings	Per Diem
Travel	Meal	09/17/2013	\$ 9.20	Lacombe HO Meetings	Per Diem
Travel	Meal	09/18/2013	\$ 9.20	Risk Committee meeting - Lacombe	Per Diem
Travel	Transportation	09/23/2013	\$ 155.53	Partners' Breakfast Networking session - Peace River	Receipt
Travel	Meal	09/23/2013	\$ 14.75	Albert Food Processor Association Conference - Calgary	Per Diem
Travel	Accommodation	09/23/2013	\$ 223.42	Albert Food Processor Association Conference - Calgary	Receipt
Travel	Miscellaneous	09/23/2013	\$ 8.00	Albert Food Processor Association Conference - Calgary	Per Diem
Travel	Transportation	09/23/2013	\$ 15.00	Albert Food Processor Association Conference - Calgary	Receipt
Travel	Transportation	09/23/2013	\$ 21.00	Albert Food Processor Association Conference - Calgary	Receipt
Travel	Meals	09/24/2013	\$ 23.95	Leadership meeting - Lacombe	Per Diem
Travel	Transportation	09/25/2013	\$ 729.11	National Agricultural Bankers Conference - Minneapolis	Receipt
Travel	Transportation	09/25/2013	\$ 1,004.81	National Agricultural Bankers Conference - Minneapolis	Receipt
Travel	Meal	09/26/2013	\$ 9.20	Lacombe HO Meetings	Per Diem
Travel	Transportation	09/26/2013	\$ 16.80	Risk Management networking session	Receipt
Travel	Meals	09/26/2013	\$ 15.77	meeting with Vice-President Innovation and Product Development	Receipt
Travel	Meals	09/26/2013	\$ 20.79	meeting with Area Managers	Receipt
Travel	Accommodation	09/26/2013	\$ 155.89	Sales and Markets Meeting - Calgary	Receipt
Travel	Miscellaneous	09/26/2013	\$ 8.00	Sales and Markets Meeting - Calgary	Per Diem
Travel	Meal	09/27/2013	\$ 9.20	Sales and Markets Meeting - Calgary	Per Diem
Travel	Transportation	09/27/2013	\$ 7.35	Sales and Markets Meeting - Calgary	Receipt
Travel	Accommodation	09/30/2013	\$ 115.59	World Business Forum	Receipt

MOXIE'S-010

2828 GRETZ AVENUE

RED DEER, AB T4R 1M4
(403) 340-0111

TERM ID: B4291341
EMPLOYEE ID: 63

BATCH#: 038
SHIFT#: 003

Sale

INVT#: 0000000044
MCARD

Chip
SE01: 038001001043

Application Label: MasterCard
AID: A000000001010
TVR: 00 00 00 00
TSI: EB 00

Amount: \$ 23.07
Tip: \$ 3.46

Total: CAD\$ 26.53

APPROVED 223322
001-00

NO SIGNATURE REQUIRED

10-Sep-13 527894187 20:33:22

MERCHANT COPY
THANK YOU!

MOXIE'S GRILL & BAR

RED DEER
G.S.T. NO. 868413642
at the RED DEER SANDMAN HOTEL
TEL. (403) 340-0111 FAX. (403) 346-4430

O246 Table 52 #Party 1
RILEY#63 M SVTck: 22 19:57 09/10/13

POP, diet coke (2.99) 2.99
FEATURE SOUP 5.99
BEEF DIP 12.99

Sub Total: 21.97
GST : 1.10
09/10 20:31 TOTAL: 23.07

** PLEASE JOIN US FOR BREAKFAST! *
WE OPEN DAILY AT 6:30 A.M.

Proud Title Sponsor
of the Canadian Team at the
Bocuse d'Or World Cuisine Competition

Have a great night!
-Riley.

SANDMAN 01-047 RED DEER
2818 GRETZ AVE.
RED DEER, AB T4R 1M4
(403) 343-7900

Sandman

HOTELS | INNS | SUITES

TERM ID: A4291536

BATCH#: 446
SHIFT#: 001

Completion

INVT#: 000005827

Chip

MCARD: SEOW: 448001001004

App Location Label: MasterCard

AID: A600000041010

TVR: 00 00 00 00 00

TSI: E8 06

Total: CAD\$ 126.61

ture

Res. No. : 232448

Arrive: 10/09/2013 04:47pm

Depart: 11/09/2013 07:18am

Room: exqs 227

Rate: .00

APPROVED 184732
000/00 07:16:12

11-Sep-13

CUSTOMER COPY
THANK YOU

e #: 305068 Description: Guest Folio Page: 1

Date	Description	Voucher	Amount
10/09/2013	Room Revenue	red-227	115.00
10/09/2013	Destination Marketing Fee	red-227	1.15
10/09/2013	Provincial Tourism Levy	red-227	4.65
10/09/2013	Goods & Services Tax	red-227	5.81
11/09/2013	Master Card	thank you	-126.61

Bill To: Rich

Balance:

.00

Total Goods & Services Tax

5.81

GST Registration # R-12176 7065 RT0001

3 28097359

Signature



Sandman Hotels, Inns & Suites, Limited | A Northland Company

Head Office 310-1755 West Broadway, Vancouver, British Columbia, Canada V6J 4S5 T 604.730.6600 F 604.730.4645


www.sandmanhotels.com

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: M5TQKV

Name: Mr Jrkelly Rich
 E-mail: 
 Form of payment: CCCAXXXXXXXXXXXXXXXXXX
 CC CAXXXXXXXXXXXXXXXXXX

Customer Care
 Air Canada Reservations
 1-888-247-2262
 Air Canada Flight Information
 1-888-422-7533
International Reservations
 Alert me of flight changes
Flight notification

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

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8365	Edmonton International (YEG)	Grande Prairie (YQU)	DH4	E	Confirmed
<i>Operated by:</i>	Wed 09-Oct 2013	Wed 09-Oct 2013			
<i>Air Canada Express-Jazz</i>	13:55	14:57			
AC8366	Grande Prairie (YQU)	Edmonton International (YEG)	DH4	E	Confirmed
<i>Operated by:</i>	Thu 10-Oct 2013	Thu 10-Oct 2013			
<i>Air Canada Express-Jazz</i>	15:30	16:30			

Passenger Information

*Existing credit on file with
 Air Canada - see OPEN Ticket.
 Booked new flight to Grande Prairie
 difference of fare & change
 fee.*

M. M. W.

014 2125 860260
 0112017520

Fare Summary

Passenger: 1 Ticket number 014 2125 860260

Date of issue 23-Sept 2013
 Fare Amount in Canadian dollars: 182.00

(Including navigational & other charges)

Taxes, Fees & Charges

Canada Security Charge (CA) 7.13
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 3.65
 Canada Airport Improvement Fee (SQ) 25.00

Total Fare in Canadian dollars: 329 333 436 → 76.78A

Options

Change fee in Canadian dollars
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG) → 75.00

Ticket particularities:

AC ONLY/NON-REF/CHGE FEE 3.75

***Fare calculation:**

09OCT13YEA AC YQU Q12.00R79.00AC YEA Q12.00R79.00CAD182.00
 END ROE1.00 PD7.12CA8.41XG20.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Important Information & Conditions

This is your E-ticket itinerary/receipt. Keep this document for your travel. Your flight coupons are stored in our reservation system. The Conditions of Contract and other legal notices are provided with this itinerary/receipt.

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Travel Documents

Air Canada is required by federal government regulations to check identification at the departure gate for all passengers who appear to be 18 years of age or older. The name on the identification must match the name used on the reservation or ticket. The passenger must present: one (1) piece of government-issued ID with photo or two (2) pieces of government-issued ID without photo. For air travel between Canada and the United States, all passengers including Canadian and U.S. citizens, are required to present a valid passport or other valid travel document such as a Nexus card. Nexus members are required to carry appropriate immigration and identity documents in addition to their Nexus card. In addition, passengers must present this Itinerary/receipt to immigration authorities upon request. For air travel to a foreign country, passengers must ensure that they have all necessary travel documents such as a passport or visa, as directed by embassies and consulates. All passengers are advised to view the [Travel documentation page](#) for important information on documentation required for travel. YOU CANNOT TRAVEL IF YOU DO NOT HAVE ALL REQUIRED TRAVEL DOCUMENTS, SUCH AS PASSPORT AND VISA (if applicable).

Booking Cancellation

You have successfully cancelled your flight reservation. Visit aircanada.com again for more travel deals and great savings.

Retain any balance for use as a future travel credit

- **NO REFUND WILL BE ISSUED.**
- Please print this page for future reference and keep your booking reference number. You will need to contact Air Canada Reservations to use an outstanding travel credit toward the purchase of a new ticket. (Fares available online are not necessarily available through Air Canada Reservations.)
- The value of an unused ticket can be applied to the value of a new ticket provided **outbound travel commences** within one year of original ticket issuance.
- Non transferable: the original booking passenger(s) must use their respective amount(s).
- Any amount remaining unused after booking a new flight is forfeited.
- Non refundable travel options, such as assigned seat selection, Maple Leaf Lounge access, and Onboard Café snack or meal vouchers may be used on future flights, subject to availability.
- Any eUpgrade Credits used to upgrade the cancelled flight will be returned to your account.
- Your reservation will be subject to the change fees applicable to the ticket submitted as a credit. Please refer to your itinerary/receipt for the rules that apply to your ticket.

Booking Information

Booking Reference: **MSTQKV**

Available.

Main Contact:
 Mr. Jr. Kelly Rich
 kelly.rich@afsc.ca
 Mobile: 1-780-9669327
 Home: 1-780-4645124
 Work: 1-780-4151214

Print this page
 Email this name
AIR CANADA

Credit is \$76.78 diff. \$176. all in taxes

Passenger Information

Passenger 1: Adult

Name: Mr. JR KELLY RICH
 Ticket Number: 0142117582287

IL 253.31. \$76.78 diff. \$78.75 change fee. \$155.53

Edm GP. 46 Oct

Canada Security Charge (CA) 7.12
Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 8.41
Canada Airport Improvement Fee (SQ) 20.00

176.53

Total Fare in Canadian dollars:

Ticket particularities:
AC ONLY/NON-REF/CHGE FEE

**Fare calculation:*
27FEB13YQU AC X/YYC Q12.00AC YEA R129.00CAD141.00 END ROE1.00
Canadian tax registration numbers:
XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

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YOU CANNOT TRAVEL IF YOU DO NOT HAVE ALL REQUIRED TRAVEL DOCUMENTS, SUCH AS PASSPORT AND VISA (if applicable).

Secure Flight

For travel to, from or via the United States you are required by the Transportation Security Administration (TSA) to provide full passenger name (as it appears on your travel document), date of birth and gender for each traveller at least 72 hours prior to departure, or at time of booking if you book your flight within 72 hours of departure.

Flight Confirmation

Although reconfirmation of flights is not required, we strongly recommend that you check your [flight status](#) online at [aircanada.com](#) or by calling our flight information system at 1-888-422-7533 prior to your departure.

Travel Insurance

RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via [www.aircanada.com/insurance](#) or by calling 1-866-530-6021. To make sure you get the best possible protection, it's best to purchase insurance when you book your trip.



209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6
 Tel: 403-266-1980 Fax: 403-266-0007

GOVT CDA
 Mr John Kelly Rich

 Canada

Room: 2014
 Folio: 295768
 Cashier: 43
 Arrival: 09-23-13
 Departure: 09-24-13

Date	Description	Additional Information	Charges	Credits
09-23-13	Room Charge		199.00	
09-23-13	Room GST		10.25	
09-23-13	Tourism Levy		8.20	
09-23-13	DMF - Destination Marketing Fee		5.97	
09-23-13	Parking - Daily		20.00	
09-23-13	Parking - GST		1.00	
09-24-13	Mastercard	XXXXXXXXXXXXXXXX9027 XX/XX		244.42

GST Summary	
Registration No: 826085417	
Room	10.25
F&B	0.00
Other	1.00
Total	11.25

Total	244.42	244.42
Balance Due	0.00	CDN

329 521747

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.

S N# 688315

Calgary Stampede

CALGARY STAMPEDE

P A R K I N G

9/23/13 1.50

READ CONTRACT ON OTHER SIDE

GOOD FOR ONE
ENTRY ONLY

PLEASE PARK AS
DIRECTED

~~-----~~ \$45.00

GSTR118823467

PLEASE LEAVE FACE UP ON DASH

Mary McLeod

From: United Airlines, Inc. <unitedairlines@united.com>
Sent: Monday, September 23, 2013 12:50 PM
To: Kelly Rich
Subject: eTicket Itinerary and Receipt for Confirmation E7N7SJ



A STAR ALLIANCE MEMBER

Confirmation:
E7N7SJ
Check-In >

Issue Date: September 23, 2013

Traveler RICH/JRKELLYMR **eTicket Number** 0162381071396 **Frequent Flyer** [REDACTED] **Seats** 10D/9C/12B/23C

FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Sat, 09NOV13	UA3530	Q	EDMONTON, AB CANADA (YEG) 11:43 AM	DENVER, CO (DEN) 2:30 PM	ERJ 170	Purchase
Flight operated by SHUTTLE AMERICA AIRLINES doing business as UNITED EXPRESS.						
Sat, 09NOV13	UA3445	Q	DENVER, CO (DEN) 4:24 PM	MINNEAPOLIS/ST. PAUL, MN (MSP) 7:19 PM	ERJ 170	
Flight operated by SHUTTLE AMERICA AIRLINES doing business as UNITED EXPRESS.						
Wed, 13NOV13	UA3477	W	MINNEAPOLIS/ST. PAUL, MN (MSP) 3:33 PM	CHICAGO, IL (ORD - O'HARE) 5:00 PM	ERJ 170	
Flight operated by SHUTTLE AMERICA AIRLINES doing business as UNITED EXPRESS.						
Wed, 13NOV13	UA621	W	CHICAGO, IL (ORD - O'HARE) 5:55 PM	CALGARY, AB CANADA (YYC) 8:45 PM	A-319	Purchase

FARE INFORMATION

Fare Breakdown

Airfare: 593.00CAD
Canadian Security Charge: 12.10
Canada Airport Improvement Fee: 25.00
Canada Goods and Services Tax: 31.51
U.S. Customs User Fee: 5.80
U.S. Immigration User Fee: 7.40
U.S. APHIS User Fee: 5.30
U.S. Federal Transportation Tax: 36.40
September 11th Security Fee: 7.80
U.S. Passenger Facility Charge: 4.80
Per Person Total: 729.11CAD

Form of Payment:

MASTERCARD
Last Four Digits [REDACTED]

329 211 259

729.11CAD

The airfare you paid on this itinerary totals: 593.00 CAD

The taxes, fees, and surcharges paid total: 136.11 CAD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTDPT/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



Confirmation Number: 3711514
 Process Date: 24-Sep-2013
 PO Number:
 Account Balance: \$0.00

Federal Tax ID: 52-1001304

Confirmation

Customer Account ID: 459241
 AFSC
 Kelly Rich
 5718 56 Avenue
 Lacombe, AB T4L 1B1
 Canada

CONFIRMATION OF CREDIT CARD PAYMENT

DATE	REF #	QTY	UNIT PRICE	DESCRIPTION	TOTAL CHARGES	PAYMENTS / CREDIT	BALANCE
09/24/2013	3711514	1.00	\$950.00	Total Order \$950.00 Catalog # 3009498 2013 ABA National Agricultural Bankers Conference - Registration	\$950.00	\$0.00	\$950.00
				Shipping & Handling Charges	\$0.00	\$0.00	\$950.00
				Sales Tax	\$0.00	\$0.00	\$950.00
09/24/2013	497678			Payment on Order ID: 3711514 Credit Card: 5xxxxxxxxxxx	\$0.00	\$950.00	\$0.00

USI

\$1004.81 CAD

329333432



Customer Account ID: 459241
 AFSC / Kelly Rich

PACINI RESTAURANT
123 FREEPORT BLVD NE
CALGARY, AB T3N0A3
403-291-8000

20.19

SALE

Server #: 000063
MID: 97071780019
TID: 007
Batch #: 060
09/26/13
APP# CODE: 233208

THU SEPTEMBER 26, 2013
CHECK #337153-1
TABLE #10
CUSTOMER # 1

AMOUNT \$84.27
TIP \$12.64
TOTAL \$96.91

1 MIXTA PASTA GENEROSO \$17.99
1 LASAGNA OCEANO \$23.99
1 CHICKEN PARMIGIANA \$21.49
1 PIZZA ALLA CARNE Kelly \$16.79
SUB-TOTAL \$80.26
G.S.T. \$4.01
TOTAL \$84.27

APPROVED

329521751

MasterCard
AID: A0000000041010
TVR: 00 00 00 80 00
TS: E8 00

THANK YOU
PLEASE COME AGAIN

CUSTOMER COPY

DISPLAY TICKET ON DASH

Expiration Date/Time

05:41 PM
SEP 27, 2013

Purchase Date/Time: 10:41am Sep 27, 2013
Total Parking: \$7.00
Total Federal: \$0.35
Total Due: \$7.35
Total Paid: \$7.35
Ticket #: 00025377
S/N #: 300010390817
Setting: Lot 2692
Mach Name: Lot 2692

Rate: Hourly
Payment Type: Card

Card #*****9027, MasterCard

Auth #: 104329

329521751

GST REG #102465000

RECEIPT

GST: 854914520RT0002

PACINI GIFT CERTIFICATE
WHAT A GREAT IDEA!!!
Time: 21:30 1 CUSTOMER
2 CHECKS

THANK YOU FOR VISITING US
SEE YOU AGAIN SOON

YOU HAVE BEEN SERVED
BY : 63 Javier a

[Redacted Signature]

Kelly Rich

Expiration Date/Time: 05:41pm Sep 27, 2013
Purchase Date/Time: 10:41am Sep 27, 2013
Total Parking: \$7.00
Total Federal: \$0.35
Total Due: \$7.35
Total Paid: \$7.35
Ticket #: 00025377
Setting: Lot 2692
Mach Name: Lot 2692

Rate: Hourly
Payment Type: Card

Card #***** MasterCard

Auth #: 104329

Acclaim Hotel Calgary Airport

123 Freeport Blvd NE
 Calgary, AB T3N 0A3
 Ph: 403-291-8000 Fax: 403-532-9400
 www.acclaimhotel.ca



TAX ID: GST #:854914520RT0001

Kelly Rich
 [Redacted]
 [Redacted]
 Canada

Room	Folio	CheckIn	CheckOut	Balance
470	170127	09/26/13	09/27/13	0.00
Master Folio		Government Rate (ID Required)		

Date	Room	Description / Voucher	Charges	Credits	Balance
09/26/13	470	Room Taxable	139.00	0.00	139.00
09/26/13	470	HTL - 3.000%	4.17	0.00	143.17
09/26/13	470	GST - 5.000%	7.16	0.00	150.33
09/26/13	470	ATL - 4.000%	5.56	0.00	155.89
09/27/13	470	Mastercard - [Redacted]	0.00	155.89	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales			139.00
		HTL 3.00%			4.17
		GST 5.00%			7.16
		ATL 4.00%			5.56

329695112

Thank you for staying at Acclaim Hotel
 Have a great day!
 Reservations 1 866 955 0008

SANDMAN 01-047 RED DEER
2818 GAETZ AVE
RED DEER, AB T4R 1H4
(403) 343-7400

Sandman

HOTELS | INNS | SUITES

TERM ID: A4291536

BATCH#: 466
SHIFT#: 001

Completion
INVT: 000006215

Application Label: MasterCard
AID: 8000000000000000
100:00 00 00 00 00 00
1ST:EB 00
SEMI: 468001001001
Chip

Total: CAD\$

115.59

APPROVED 232918

01-Oct-13

ulture

06:46:27

CUSTOMER COPY
THANK YOU

ce #: 306392 Description: Guest Folio

Page: 1

Res. No.: 233403
Arrive: 30/09/2013 09:29pm
Depart: 01/10/2013 06:47am
Room: jcss 230
Rate: .00

Date	Description	Voucher	Amount
30/09/2013	Room Revenue	red-230	105.00
30/09/2013	Destination Marketing Fee	red-230	1.05
30/09/2013	Provincial Tourism Levy	red-230	4.24
30/09/2013	Goods & Services Tax	red-230	5.30
01/10/2013	Master Card	thank you	-115.59

Bill To: Rich

Balance:

.00

Total Goods & Services Tax

5.30

GST Registration # R-12176 7065 RT0001

3 3008392

Signature



Sandman Hotels, Inns & Suites, Limited | A Northland Company

Head Office 310-1755 West Broadway, Vancouver, British Columbia, Canada V6J 4S5 T 604.730.6600 F 604.730.4645

www.sandmanhotels.com



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 Kelly Rich	Vice President	Sales & Markets	Edmonton
2 [Redacted]	Strategic Sales Manager	Strategic Markets	Edmonton
3 [Redacted]	Area Manager	Branch Operations	Barrhead

Trip Information:

Dates:	Nov 9 - 13, 2013
Destination:	Minneapolis, MN - ABA National Agricultural Bankers Conference
Purpose of trip:	Attend Conference hosted by the American Bankers Association

Trip Expenses:

Travel:	\$2,400.00
Fees:	\$2,640.00
Accommodation:	\$2,550.00
Other:	\$1,000.00
Total Estimated Expenses:	\$8,590.00

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 [Redacted Signature]
2 [Redacted Signature]
3 [Redacted Signature]

Date:

Sept 24, 2013

Recommended by:

[Redacted Signature] (Supervisor)

Date: Sept 24, 2013.

Cost Centre Manager Comments:

Training & Personal Development that will ensure attendees knowledge. Also provided networking amongst relevant professionals by [Redacted Signature].

Recommended by:

[Redacted Signature] (Cost Centre Manager)

Date: Sept 24, 2013

Vice-President Comments:

Attendees will expand knowledge of words across across the industry present. - NO CANADIAN conference exists.

Recommended by:

[Redacted Signature] (Vice-President)

Date: Sept 24, 2013

Authorized by:

[Redacted Signature] (President & Managing Director / Board Chair / Minister)

Date: Sept 24 / 13