



EXPENSE REPORT

DATE: June 1 - 30, 2019

Name: Alan Martin

Title: HRA Board Member

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
HRA Board Meeting	airfare	June 20 - 21, 2019	359.36	Lethbridge
	parking	June 20 - 21, 2019	16.73	
	taxi	June 20 - 21, 2019	52.51	
	accommodation	June 20 - 21, 2019	140.19	
			<u>568.79</u>	

2) Conferences

Conference Name	Expense Description	Date	Amount	Notes
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3) Professional membership dues

Membership Type	Expense Description	Date	Amount	Notes
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720, 9707 - 110 Street
Edmonton, AB T5K 2L9

Expense Report

HORSE RACING ALBERTA		
DATE <u>6-27</u>		
PATCH # <u>1832-1</u>		
AMOUNT		
<u>606000</u>	<u>10.2</u>	
<u>-008</u>	<u>418.39</u>	
ENTERED BY	CHECKED BY	APPROVED BY

1. Form to be fully completed, signed, and dated by individual requesting reimbursements
2. Expense reports to be submitted to immediate supervisor for approval prior to payment
3. Receipts, where applicable, are to be attached.
4. All travel must be authorized, in advance, by the Chief Executive Officer

Name: ALAN MARTIN Board MEETING June 24, 2019

Reason for Travel: Board Meeting - Lethbridge

						TOTAL	Office Use Only	
Month/Day							GST	Net
Travel from:								
Travel to:								
Mileage: # kms						0		
Amount @ .50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Airfare	\$359.36					\$359.36		
Taxi/Bus	\$52.51					\$52.51		
Auto Rental						\$0.00		
Parking	\$16.73					\$16.73		
Hotel						\$0.00		
Other Accom.						\$0.00		
Meals						\$0.00		
Meal Allowance						\$0.00		
Hosting						\$0.00		
Other (Specify)						\$0.00		
TOTAL	\$428.60	\$0.00	\$0.00	\$0.00	\$0.00	\$428.60		

Details of guests hosted: _____

Signature: [Signature] Date: June 24, 2019 Approved: _____

Booking YV379 Parking Confirmation

From : Airport Parking <airportparking@flyeia.com>
Subject : Booking YV379 Parking Confirmation
To : amartin9@telus.net

Wed, Jun 19, 2019 11:21 A

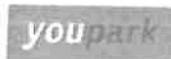
jetSet Parking Edmonton
youPark booking confirmation



We recommend you print this page or take note of the reference number indicated below. In the unlikely event that there are any problems with your payment, our parking staff can use your reference number as proof of payment.

Your Booking
Confirmation

Reference Number: YV379
Purchased on: 19 Jun 2019



Dear Mr Martin:

Thank you for choosing jetSet youPark at Edmonton International Airport. We have processed your payment and your booking details are below:

Have a question? Call 780-890-8527

Your Booking

Reference Number: YV379

Car Park: youpark
Entry: 07:30 on Thursday, 20 June 2019
Exit: 19:30 on Friday, 21 June 2019
License Plate: WNG718

Payment Details

Booking Rate: 16.73
GST @ 5%: \$0.80 (CAD GST)
Total: 16.73
Credit Card Number: XXXXXXXXXXXX1406
Access Card Number: XXXXXXXXXXXX1406

This is your booking confirmation and GST receipt: R128599776.

[Change my booking](#)



Alan D Martin

Ticket Number:
0142112300822
Air Canada - Aeroplan
311071435

Seats
AC8133 -
AC7893 -
AC7990 -
AC8164 -



Purchase summary

MasterCard
*****5201

Amount paid: \$359.36

Tax Information

GST no. 10009-2287 RT0001
\$17.11

1 adult

Air Transportation Charges

Base Fare - Depart - Economy - Standard

122.00

Base Fare - Return - Economy - Standard

132.00

Surcharges

24.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001

17.11

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

50.00

Total airfare and taxes before options

~~\$358.36~~

GRAND TOTAL (Canadian dollars)

\$359.36



Check-in and boarding gate deadlines

Within Canada

90
minutes

Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45
minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15
minutes

Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



BLACK DIAMOND TAXI LTD.

www.lethbridgescabs.ca

Ph: 403-381-4444 Text: 403-384-0010

Charge Account: _____

Driver: _____

Date: _____

Amount: \$225.00

Comments: _____

From: _____

To: _____

Signature: _____

+ 27.51 = (52.51)

.2



Booking Confirmation



Booking Reference: **LY6JER**

Date of issue: 02 May, 2019

This is your official Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

Depart

Economy - Standard

Thursday 20 Jun, 2019	08:40 Edmonton Edmonton Int. (YEG), AB		09:33 Calgary Calgary Int. (YYC), AB	 AC8133	0hr53 Economy L Operated by: Air Canada Express - Jazz Q400
Layover in Calgary					1hr07
Thursday 20 Jun, 2019	10:40 Calgary Calgary Int. (YYC), AB		11:33 Lethbridge (YQL), AB	 AC7983	0hr53 Economy L Operated by: Air Canada Express - Jazz Dash 8-300
Total duration					2hr53

Return

Economy - Standard

Friday 21 Jun, 2019	16:00 Lethbridge (YQL), AB		16:55 Calgary Calgary Int. (YYC), AB	 AC7990	0hr55 Economy L Operated by: Air Canada Express - Jazz Dash 8-300
Layover in Calgary					1hr20
Friday 21 Jun, 2019	18:15 Calgary Calgary Int. (YYC), AB		19:05 Edmonton Edmonton Int. (YEG), AB	 AC8164	0hr50 Economy L Operated by: Air Canada Express - Jazz Q400
Total duration					3hr05

Passengers



Declaration Form Lost Receipts – Expense Claim/VISA

The employee should submit the signed Declaration with his/her Expense Claim or VISA Statement. One Declaration Form should be used for each lost receipt.

I certify that:

- a) the original receipt has been lost or misplaced, and that I have attempted to obtain a duplicate receipt from the vendor but have not been successful;
- b) I have not and will not claim or receive reimbursement for this expense from any other source; and
- c) this expense was incurred by me on Horse Racing Alberta business, meets Horse Racing Alberta policies and is billable to the Horse Racing Alberta.

Details of the expense:

Describe Item:

Taxi to Lethbridge airport re.
June 21, 2019 Board meeting

Vendor Name:

Fifth Avenue Cabs

Vendor Location:

Lethbridge

Transaction Date:

June 21, 2019

Transaction Amount:

\$ 27.51

Employee Name:

Alan Martin

Employee Signature

A handwritten signature in black ink, appearing to be "Alan Martin", written over a horizontal line.

Date

July 18, 2019

Supervisor Signature

A handwritten signature in black ink, appearing to be "J. Martin", written over a horizontal line.

Date

July 19/19



Fairfield by Marriott® Lethbridge

4081 2nd Avenue South, Lethbridge Alberta T1j1z2 P 587.425.0388

Fairfield.Marriott.com

Horse Racing Alberta

Horse Racing Alberta

Room: GRP

Room Type: HSE

Number of Guests: 0

Rate: \$0.00

Clerk: BPG

Arrive: 19Jun19

Time:

Depart: 23Jun19

Time: 12:30PM

Folio Number: G1446

DATE	DESCRIPTION	CHARGES	CREDITS
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45	
	Total Charges Transferred FROM 92533	286.84	
	Charges Transferred FROM 92534 MARTIN/ALAN		
20Jun19	Room Charge	129.00	
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45	
	Total Charges Transferred FROM 92534	143.42 - 3.23 = 140.19	
	Charges Transferred FROM 92535 [REDACTED]		
19Jun19	Room Charge	129.00	
19Jun19	Convention and Tourism Tax	5.16	
19Jun19	Dmf	2.81	
19Jun19	Gst	6.45	
20Jun19	Room Charge	129.00	
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45	
21Jun19	Room Charge	129.00	
21Jun19	Convention and Tourism Tax	5.16	
21Jun19	Dmf	2.81	
21Jun19	Gst	6.45	
	Total Charges Transferred FROM 92535	430.26	
	Charges Transferred FROM 92536 [REDACTED]		
20Jun19	Room Charge	129.00	

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