



## Proactive Disclosure of Expenses

Mark Herman, Board Chair, Board of Governors  
For the period December 1, 2022 to January 31, 2023

### Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	January 22-23, 2023	Travel to Edmonton to attend the Meeting with government officials.	\$1,013.45

Non-Travel Expenses			
Item #	Date	Description	Amount
2.		No expenses for this period.	\$0.00



UNIVERSITY OF  
CALGARY

## Proactive Disclosure of Expenses

Mark Herman, Board Chair, Board of Governors  
For the period December 1, 2022 to January 31, 2023

### Detail for Travel Expenses

Travel Expenses-Item 1 Detail						
For	Mark Herman, Board Chair, Board of Governors					
Description/ Purpose	Travel to Edmonton to attend the Meeting with government officials					
Date	January 22-23, 2023					
Destination	Edmonton, Alberta					
Type of Expense	Airfare*	Other Transport	Hotel	Meal	Other**	Total
Amount	\$769.37		\$175.82		\$68.26	\$1,013.45
Page Reference	Pages 3-5		Pages 5-6		Page 7-8	
Notes	Airfare*: Booking Ref.: QFZ5HS. Other**: Travel agency fees.					

# Maritime Travel Business Travel Management



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UNIVERSITY OF CALGARY  
ATTN: HOLLY LYWIN  
2500 UNIVERSITY DR NW  
CALGARY AB T2N 1N4

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**MARITIME Ref #**

Invoice #  
Date  
Your Counsellor  
Account #  
UCID  
Team Name  
Faculty/Dept/Institute

**QFZ5HS**

235186329  
17 Jan 2023  
TINA SOLOMON  
**S.17(1)**  
**S.17(1)**  
N/A  
BOARD OF GOVERNORS  
HOLLY LYWIN

[Click here to learn more about our Corporate Travel Program](#)

[Please click here to fill out our Business Travel survey.](#)

For:  
HERMAN/MARK MR

Please make sure name(s) on your statement matches both your passport and your vaccination certificate.

If name(s) doesn't match please contact your branch or our after hours team before midnight.

## Your Itinerary and E-ticket which is required for travel:

[Return to Travel Roadmap](#)

**Web Check-In and Airline Confirmation: Air Canada - 36F58N**

<p><b>DHC8 Dash 8-400</b> Duration 0 54</p>	<p><b>Air Canada 8138</b> (Operated by AIR CANADA EXPRESS - JAZZ) Cabin Class FLEX CO<sub>2</sub> Not available</p>	<p><b>Origin</b> Calgary, AB Calgary Intl Arpt (Calgary, AB)</p>	<p><b>Destination</b> Edmonton, AB Edmonton Intl Arpt (Edmonton, AB)</p>	<p><b>Depart</b> Sun - Jan 22 7:45 PM</p>	<p><b>Arrive</b> Sun - Jan 22 8:39 PM</p>	<p><b>Seat</b> 07F</p>
	<p><b>Remarks</b> OPTIONAL SERVICES TURBO PROPELLER PLANE USED ON THIS FLIGHT</p>					
<p><b>DHC8 Dash 8-400</b> Duration 0 54</p>	<p><b>Air Canada 8139</b> (Operated by AIR CANADA EXPRESS - JAZZ) Cabin Class FLEX CO<sub>2</sub> Not available</p>	<p><b>Origin</b> Edmonton, AB Edmonton Intl Arpt (Edmonton, AB)</p>	<p><b>Destination</b> Calgary, AB Calgary Intl Arpt (Calgary, AB)</p>	<p><b>Depart</b> Mon - Jan 23 6:15 PM</p>	<p><b>Arrive</b> Mon - Jan 23 7:09 PM</p>	<p><b>Seat</b> 05C</p>
	<p><b>Remarks</b> OPTIONAL SERVICES</p>					

**Passenger Information**

Airline Code AC

Passenger HERMAN/MARK MR

Ticket # 0141193609361

**Booking Summary**

Company Air Canada

Booking Reference

36F58N

**MATRIX HOTEL**

Hotel Confirmation No. 740429216

<b>Property</b> 89299 <b>TravelClick</b>	<b>Check In</b>	<b>Sun, Jan 22</b>	<b>Check Out</b>	<b>Mon, Jan 23</b>
	<b>Address</b>	10640 100 Avenue NW Edmonton AB T5J 3N8 CA P 1-780-4292861 F 1-780-4267225		
	<b>Rooms</b>	1	<b>Amount</b>	\$ 152.15
			<b>Nights</b>	X 1
			<b>Estimated Total: <small>(Before tax)</small></b>	<b>\$152.15 CAD</b>
<b>Remarks</b> Hotel may charge early departure fees. WV89299ARR22JAN CXL:RESERVATIONS MUST BE CANCELLED 24 HOURS PRIOR HOTEL CANCELLATION POLICY				

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-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

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**Check-in information**

We recommend that you reconfirm your flights prior to departure.

Valid government issued photo id required for check-in.

Non refundable/change fees may apply.

Check in 2 hours prior. As processing times at the airport are longer than normal due to COVID-19, it's important to be aware of any new updates to their check in policies. Failure to respect them may result in the reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation. Please refer to the airline's website for further information.

Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

**COVID Requirements**

Airlines may have varying requirements and protocols in place due to COVID.

For more AIR CANADA information, [click here](#)

**Baggage Information**

For Air Canada Baggage Information [click here](#).

Baggage charges may apply. Size/weight restrictions vary between airlines.

Passengers may carry travel sized toiletries or liquids 3.4 oz (100ml) or less through security check points. They must fit in a 1-quart sized clear plastic zip-top bag. Visit [www.Catsa-acsta.gc.ca](#).

**Calgary Corporate - 111**

Suite 100 7777 10 St NE  
Calgary, AB T2E 8X2

University of Calgary  
2500 University Drive N.W.  
Calgary AB T2N 1N4

Sale Invoice No: 235186329  
Locator: QFZ5HS  
Date Issued: January 17, 2023  
Agent: Tina Solomon

**S.17(1)**  
Faculty/Dept/Institute = BOARD OF GOVERNORS

This is Not a Travel Document

				<u>Tkt/Confirm No</u>	<u>Depart</u>	<u>Return</u>	<u>Base Fare</u>	<u>HST/GST</u>	<u>QST</u>	<u>Other Taxes</u>	<u>Total Fare</u>
<u>Herman/Mark Mr</u>											
Dom. Air	Air Canada			1193609361	2023-01-22	2023-01-23	648.48	36.64	0.00	84.25	769.37
1 AC	8138	YYC	Calgary	2023-01-22 Sun 7:45P	YEG	Edmonton				2023-01-22 Sun 8:39P	O
2 AC	8139	YEG	Edmonton	2023-01-23 Mon 6:15P	YYC	Calgary				2023-01-23 Mon 7:09P	O
Service Fees	SF Corp ETicket						32.00	1.60	0.00	-	33.60

Airline Conf:

**680.48    38.24    0.00    84.25    802.97**

**Payments Applied to this Invoice**

CreditCard	17-Jan-2023	<b>S.17(1)</b>	-769.37
CC Merchant	17-Jan-2023	<b>S.17(1)</b>	-33.60
			<b>-802.97</b>

Invoice Total: 802.97  
Payment Total: -802.97  
Balance Due: 0.00

Invoice(s) Total: **802.97**  
Payment(s) Total: **802.97**  
**0.00**

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HST/GST Number: 10352 4823  
QST Number: 1148887525

**Calgary Corporate - 111**

Suite 100 7777 10 St NE  
Calgary, AB T2E 8X2

University of Calgary  
2500 University Drive N.W.  
Calgary AB T2N 1N4

Refund Invoice No: 235185859  
Locator: QFZ5HS  
Date Issued: January 17, 2023  
Agent: Tina Solomon

**S.17(1)**

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				<u>Tkt/Confirm No</u>	<u>Depart</u>	<u>Return</u>	<u>Base Fare</u>	<u>HST/GST</u>	<u>QST</u>	<u>Other Taxes</u>	<u>Total Fare</u>
<u>Herman/Mark Mr</u>											
Dom. Air	Air Canada			1193608867	2023-01-22	2023-01-23	-469.32	-27.68	0.00	-84.25	-581.25
1 AC	8138	YYC	Calgary	2023-01-22 Sun 7:45P	YEG	Edmonton			2023-01-22 Sun 8:39P		O
2 AC	8139	YEG	Edmonton	2023-01-23 Mon 6:15P	YYC	Calgary			2023-01-23 Mon 7:09P		O
Airline Conf:							<b>-469.32</b>	<b>-27.68</b>	<b>0.00</b>	<b>-84.25</b>	<b>-581.25</b>
<b>Payments Applied to this Invoice</b>											
CreditCard	17-Jan-2023	<b>S.17(1)</b>					581.25				
								<b>581.25</b>			
Invoice Total:										-581.25	
Payment Total:										581.25	
Balance Due:										0.00	
Invoice(s) Total:										<b>33.60</b>	
Payment(s) Total:										<b>33.60</b>	
										<b>0.00</b>	

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HST/GST Number: 10352 4823  
QST Number: 1148887525



Mark Mr Herman

INFORMATION INVOICE

Room No. : 0812
Arrival : 01-22-23
Departure : 01-23-23
Page No. : 1 of 2
Folio No. :
Conf. No. : 274595441
Cashier No. : 1099
Custom Ref. :

Company Name :
Group Name :
Guest Name :

Table with 4 columns: Date, Description, Charges, Credits. Rows include Room Revenue, Destination Marketing Fee, Room GST, Tourism Levy, Mz. Lounge - Dinner, Visa, Total Charges, Total Credits, and Balance.

Merchant ID Credit Card # XXXXXXXXXXXXXS.17(1)
Transaction ID 24115375 Credit Card Expiry XX/XX

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.



Mark Mr Herman

INFORMATION INVOICE

Room No. : 0812  
Arrival : 01-22-23  
Departure : 01-23-23  
Page No. : 2 of 2  
Folio No. :  
Conf. No. : 274595441  
Cashier No. : 1099  
Custom Ref. :

Company Name :  
Group Name :  
Guest Name :

Approval Code	072711	Capture Method	Manual
Approval Amount	175.82	Transaction Amount	175.82

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I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

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Email: [info@matrixedmonton.com](mailto:info@matrixedmonton.com)  
[www.matrixedmonton.com](http://www.matrixedmonton.com)





## Proactive Disclosure of Expenses

Mark Herman, Board Chair, Board of Governors  
For the period December 1, 2022 to January 31, 2023

### Detail for Non-Travel Expenses

Non-Travel Expenses-Item 2 Detail				
For	Mark Herman, Board Chair, Board of Governors			
Description/Purpose				
Date				
Destination				
Type of Expense	Meals	Parking	Other	Total
Amount				\$0.00
Page Reference				
Notes	No expenses for this period.			