

Proactive Disclosure of Expenses

Karen Jackson, General Counsel
For the period December 1, 2013 to January 31, 2014

Overview

Travel Expenses			
Item #	Date	Description	Amount
1.	September 28, 2013	Banff: attended CAUS (Canadian Association of University Solicitors) Conference	\$517.24
2.	October 23, 2013	Edmonton: Travel to Edmonton to attend CARNA (College & Association of Registered Nurses of Alberta) Meeting	\$39.90

Detail for Travel Expenses

Travel Expense – Item 1						
For	Karen Jackson, General Counsel					
Description/Purpose	Travel to Banff for CAUS (Canadian Association of University Solicitors) Conference.					
Date	September 28, 2013					
Destination	Banff, Alberta					
Type of Expense	Air Fare	Other Transport*	Hotel	Meals	Other**	Total
Amount			\$517.24			\$517.24
Notes						

(Attach scanned receipts for Travel Expense – Item 1)



CAUS

Karen Jackson
5.17(1)
Canada

Room No. : 221
Arrival : 09/26/13
Departure : 09/28/13
Conf. No. : 54991
Ref. No. :

Group Name : Canadian Univ Solicitors Conf
Company Name : Environmental Services Assoc

Cashier No. : 7970

Date	Description	Charges CAD	Credits CAD
09/26/13	Package	218.00	
09/26/13	Self Parking	16.00	
09/26/13	GST	0.80	
09/26/13	Room Tourism Levy	23.82	
09/27/13	Package	218.00	
09/27/13	Self Parking	16.00	
09/27/13	GST	0.80	
09/27/13	Room Tourism Levy	23.82	
09/28/13	VISA		517.24
	5.17(1)		
Balance		0.00	CAD

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We look forward to your next visit!

Detail for Travel Expenses

Travel Expense – Item 2						
For	Karen Jackson, General Counsel					
Description/Purpose	Travel to CARNA (College & Association of Registered Nurses of Alberta) Meeting					
Date	October 23, 2013					
Destination	Edmonton, Alberta					
Type of Expense	Air Fare	Other Transport	Hotel	Meals	Other*	Total
Amount					\$39.90	\$39.90
Notes	*Other: Travel Agency Fee					

(Attach scanned receipts for Travel Expense – Item2)



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Amex Bank of Canada
Corporate Service Centre
PO Box 7000 Station B
Willowdale (Ontario) M2K 2R6

Prepared For
KAREN JACKSON
KAREN JACKSON

Membership Number
5.17(1)

Date
October 28, 2013

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Previous Balance	Payments and Credits	New Charges including Delinquency Assessment, if any	New Balance \$
0.00	0.00	39.90	39.90

Statement includes payments and charges received by October 28, 2013

Please see "About Your Statement" section for important information.

Please pay your balance in full upon receipt of statement. Thank you for your ongoing membership.

New Transactions for KAREN JACKSON

Amount \$

October 23	UNIGLOBE BEACON TRAV CALGARY TRAVEL AGENCIES & TOUR OP	31.90
October 24	UNIGLOBE BEACON TRAV CALGARY TRAVEL AGENCIES & TOUR OP	8.00
Total New Transactions for KAREN JACKSON		39.90

† Please detach here †

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Payment Options

PLEASE ALLOW 3 TO 5 BUSINESS DAYS FOR YOUR PAYMENT
TO BE PROCESSED BY YOUR FINANCIAL INSTITUTION AND
SENT TO US. See the About Your Payment Section.

- Phone and internet banking arranged through your financial institution
 - Your local bank branch
 - Automatic banking machines
- Do Not Enclose Cash

Membership Number		5.17(1)
Amount Due \$	39.90	Amount Paid \$

KAREN JACKSON
UNIV OF CALGARY
2500UNIVERSITYDR NW
CALGARY AB
T2N 1N4

Amex Bank of Canada/
Banque Amex du Canada
PO BOX 2000
West Hill ON M1E 5H4

0000

5.17(1)

Uniglobe Beacon Travel
320-555 Strathcona Blvd
Calgary, AB T3H 2Z9
403-536-6881 ☎

Date: 10/23/2013 Time: 9:55:27 AM [AKST]

Trans Type: Credit

Transaction #: 137010411

Name: University of Calgary

Account: 5.17(1)

Exp Date: ****

Card Type: AMEX

Entry: Manual

Invoice #: 256332

AuthCode:

Result: Approved

Message: APPROVAL

Description _____

Total Amt: \$31.90

I Agree to Pay Above Total
Amount According to Card
Issuer Agreement (Merchant
Agreement if Credit Voucher)

Signature X _____

Customer Copy

Uniglobe Beacon Travel
320-555 Strathcona Blvd
Calgary, AB T3H 2Z9
403-536-6861

Date: 10/24/2013 Time: 9:51 AM AKST

Trans Type: Credit

Transaction #: 137297641

Name: University of Calgary

Account: 5.17(1)

Exp Date: ****

Card Type: AMEX

Entry: Manual

Invoice #: 256332

AuthCode:

Result: APPROVED

Message: APPROVAL

Description _____

Total Amt: \$8.00

I Agree to Pay Above Total
Amount According to Card
Issuer Agreement (Merchant
Agreement if Credit Voucher)

Signature X _____

Customer Copy