

Expense Comments:

S.McFadyen TOTAL	\$1,033.56
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DATES: 17-Sep-2022 **To:** 17-Sep-2022

1. TRANSPORTATION COSTS: 0.51 per km


2. PERSONALLY PAID EXPENSES (Itemized Receipts Must Be Provided For Reimbursement)

TOTAL PERSONALLY PAID EXPENSES:	1046.00
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Breakfasts:	12.00	0.00
Lunches:	15.00	0.00
Dinners:	24.00	0.00
Days:	51.00	0.00
Gratuities:	9.00	0.00
TOTAL MEAL ALLOWANCES:		0.00

TOTAL CLAIM:	1046.00
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SECRETARY

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		1046.00	1	43.05
Total Without Taxes:				1002.95
Tax Total:				<u>43.05</u>
Total With Taxes:				1046.00

▼ AUTHORIZER SECTION

Authorizer Comment


▼ ACCOUNTS PAYABLE

FISCAL PERIOD : 202303

VENDOR NUMBER: Mcfadyen, Scott

Click here to show GL Coding Section

Y

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		1046.00	1	18.30
Total Without Taxes:				1027.70
Tax Total:				<u>18.30</u>
Total With Taxes:				1046.00

EXPENSE CLAIM: Flight to /from Jacksonville, FL Jan 11/23 & Jan 16/23



eTicket Receipt

Prepared For
MCFADYEN/SCOTT MR

RESERVATION CODE [REDACTED]
ISSUE DATE 17 Sep 22
TICKET NUMBER [REDACTED]
ISSUING AIRLINE WESTJET
ISSUING AGENT WestJet/SDX
FREQUENT FLYER NUMBER [REDACTED]

Expense Comments:

ASAE CEO Symposium Flights to and from
conference

S.McFadyen @ \$1,033.56

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
11 Jan 23	WESTJET WS 238	EDMONTON INTL AB, CANADA Time 06:30	CALGARY INTL AB, CANADA Time 07:30	Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23
11 Jan 23	WESTJET WS 1590	CALGARY INTL AB, CANADA Time 10:00	ATLANTA, GA Time 16:11 Terminal MAYNARD JACKSON INTL TERM	Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23
11 Jan 23	WESTJET WS 6391 Operated by: DELTA AIR LINES INC	ATLANTA, GA Time 18:30 Terminal SOUTH TERMINAL	JACKSONVILLE FL, FL Time 19:40	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23

Allowances

Baggage Allowance

YEG to JAX - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
- 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters****bag fees apply at each check in location

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD/FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YEG to YYC , YYC to ATL - 1 Piece (WS - WESTJET) carry on hand baggage ATL to JAX - 1 Piece (DL - DELTA AIR LINES INC) up to 45 linear inches/115 linear centimeters

Carry On Charges

YEG to YYC , YYC to ATL - (WS - WESTJET) - Carry-on fees unknown - contact carrier ATL to JAX - (DL - DELTA AIR LINES INC) - Carry-on fees unknown - contact carrier

Embargoes - Apply To Each Passenger

ATL to JAX - (DL - DELTA AIR LINES INC)

sporting equipment/pole vault equipment not permitted

sporting equipment/canoe/kayak not permitted

Payment/Fare Details

Form of Payment [REDACTED]

Fare Calculation Line	YEA WS X/YYC WS X/ATL WS JAX247.62NUC247.62END ROE1.28822
Fare	CAD 318.99
Taxes/Fees/Carrier-Imposed Charges	CAD 12.10 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 16.55 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 35.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.75 XG9 (GOODS AND SERVICES TAX (GST))
	CAD 25.99 US2 (TRANSPORTATION TAX (INTERNATIONAL))
	CAD 8.06 YC (CUSTOMS USER FEE)
	CAD 9.23 XY2 (IMMIGRATION USER FEE)
	CAD 5.22 XA (APHIS USER FEE)
	CAD 7.39 AY (SEPTEMBER 11TH SECURITY FEE)
Total	CAD 440.28

Other Charges

SEAT ASSIGNMENT [REDACTED]	CAD 68.00
SEAT ASSIGNMENT [REDACTED]	
Taxes	CAD 3.40
Form of Payment	[REDACTED]
Total	CAD 71.40
Total Fare and Other Charges	CAD 511.68

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

**Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms (50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions and fees.

Baggage fees are charged in Canadian (CAD) dollars; for flight departures outside Canada, baggage fees will be converted and charged in the local currency of the departure country. GST is charged on all itineraries that originate in Canada. Please see <https://www.westjet.com/en-ca/flights/fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

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 <http://www.iatatravelcenter.com/privacy> 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. (applicable for interline carriage)

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eTicket Receipt

Prepared For
MCFADYEN/SCOTT MR

RESERVATION CODE	[REDACTED]
ISSUE DATE	17 Sep 22
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
16 Jan 23	WESTJET WS 6805	JACKSONVILLE FL, FL	ATLANTA, GA	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 16 JAN 23 Not Valid After 16 JAN 23
	Operated by: DELTA AIR LINES INC	Time 06:30	Time 07:50 Terminal SOUTH TERMINAL	
16 Jan 23	WESTJET WS 6313	ATLANTA, GA	TORONTO ON, CANADA	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number CHECK-IN REQUIRED Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 16 JAN 23 Not Valid After 16 JAN 23
	Operated by: DELTA AIR LINES INC.	Time 09:47	Time 11:55	

Allowances

Baggage Allowance

JAX to YYZ - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
2. 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters****bag fees apply at each check in location

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Carry On Allowances

JAX to ATL , ATL to YYZ - 1 Piece (DL - DELTA AIR LINES INC) up to 45 linear inches/115 linear centimeters

Carry On Charges

JAX to ATL , ATL to YYZ - (DL - DELTA AIR LINES INC) - Carry-on fees unknown - contact carrier

Embargoes - Apply To Each Passenger

JAX to ATL , ATL to YYZ - (DL - DELTA AIR LINES INC)

sporting equipment/pole vault equipment not permitted

sporting equipment/canoe/kayak not permitted

Payment/Fare Details

Form of Payment	[REDACTED]
Fare Calculation Line	JAX WS X/ATL WS YTO375.00NUC375.00END ROE1.00 XFATL4.5
Fare	USD 375.00
Equivalent Amount Paid	CAD 495.00
Taxes/Fees/Carrier-Imposed Charges	CAD 25.99 US2 (TRANSPORTATION TAX (INTERNATIONAL))
	CAD 7.39 AY (SEPTEMBER 11TH SECURITY FEE)
	CAD 5.94 XF (PASSENGER FACILITY CHARGE)
Total	CAD 534.32

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and charged in the local currency of the departure country. GST is charged on all itineraries that originate in Canada. Please see <https://www.westjet.com/en-ca/flights/fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

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 <http://www.iatatravelcenter.com/privacy> 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. (applicable for interline carriage)

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