Expense report number ER1360518 for 85.35 has been submitted to SKINNER, DEAN C for approval.

# **Expense Report ER1360518**

❷ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

### Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

  \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.

  \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.

  \* at your option, print this page from your browser and insert into the expense report envelope.

#### General Information

Receipts Status Required	Approver	Reason for Travel Meetings -	Responsibility Centre		Eypense Dates 22-MAR-2011 -	Name
Required	Approver SKINNER, DEAN	Meetings -	70834	22-MAR-2011	22-MAR-2011 -	Name CAUL, DOUGLAS
		Report Total 8	Is a SMARTTEC confirmation report (PDF) required for this claim? Yes	Attachments V	22	Report Submit Date 29-
	CAD	გე_კე გე	Š	View	2011	,

#### Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Business Expenses

	Cash Expenses Date	
AND THE PROPERTY OF THE PROPER	Receipt Expense Amount Type	
	ses Receipt Expense Amount Type Justification Required Missing Amount (CAD) De	
	Receipt Required	
	Receipt Missing	
	Reimbursable Amount (CAD) Detail	

85.35	Total		And A product of the second se	man and defendance on the second of the seco
13.50		•	Parking at Seaplane us terminal	Parking 22-Mar-2011 13.50 CAD Miscellaneous terminal
12.25		A A A A A A A A A A A A A A A A A A A	Travel began at 7am, ended 5pm.	Meal/Per 22-Mar-2011 12.25 CAD Diem
31.00	Actual (1997) (1	<	Taxi from LDB/Burnaby to Harbour Air terminal	Public 22-Mar-2011 31.00 CAD Transp.
27.10		A Control of the Cont	Taxi to LDB/Burnaby from Vancouver Office	Public 22-Mar-2011 27.10 CAD Transp.
1.50	A statut annotation to the state of the stat	and the first state of the first	ATM Fee - BMO Travel us Card cash advance	ATM Fee - BMO Tra 22-Mar-2011 1.50 CAD Miscellaneous Card cash advance
Amount (CAD) Details	Missing	Required Missing	Justification	Date Amount Type

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Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1357843 for 30.00 has been submitted to CAUL, DOUGLAS D for approval.

# **Expense Report ER1357843**

@ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- the expense report envelope must include your receipts and other supporting documents. On the outside of the
- envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

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  \* at your option, print this page from your browser and insert into the expense report envelope.

### General Information

Responsibility Centre Reason for Travel Approver	
onsibility Centre 70834 eason for Travel Meetings - Vancouver Office Approver CAUL, DOUGLAS D Receipts Status Required	Name BOWMAN, KIMBERLEY P 22 Expense Dates 22-MAR-5
Report Total 30.00	

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

#### Business Expenses

#### Cash Expenses

hami adamiyadi irriy iyo suu maasa e e e e e e e e e e e e e e e e e e	Public 22-Mar-2011 8.00 CAD Transp.	ष्	pt Expense nt Type
		Travel began at 7:15am ended at 5pm	
	<	Activity to the control of the contr	Receipt Receip Required Missing
Total			W 7
30.00	8.00	22.00	Reimbursable Amount (CAD) Details

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1369430 for 69.75 has been submitted to SKINNER, DEAN C for approval

# **Expense Report ER1369430**

☑ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
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- be contacted for clarification or verification purposes regarding your expense report envelope.

  \* at your option, print this page from your browser and insert into the expense report envelope.

### General Information

Receints Status Required	Approver SI	Ω	, B	ဂ္ဂ	BL	in	Reason for Travel Meetings	Responsibility Centre 70	AF		Expense Dates 14	<b>-</b>		Name CAUL.	
eguired	SKINNER, DEAN C	Ctte	BC/Claims	Council	Business	in Van -	etings	70834	APR-2011		14-APR- S	.22	DOLIGI AS	בר	
								Report lotal 63		Is a SMARTTEC confirmation report (PDF) required for this claim? Yes	Attachments V	21	>	Report Submit Date 18-	
							A	9.75	Yes	S	ĕ₩	2011	PR-	ř	•

### Business Expenses

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

69.75	Total		Age miles and distributions to the control of the c	
36.50		<	Taxi between meetings - Vancouver	14-Apr-2011 36.50 CAD Transp.
33.25		COMMISSION OF THE PARTY OF THE	Travel began at 6am - ended 2pm	14-Apr-2011 33.25 CAD Diem
Amount (CAD) Details	Missing Ar	Required	Justification	Receipt Expense Date Amount Type
		l.		Cash Expenses

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

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https://logan.cas.gov.bc.ca:8443/OA\_HTML/OA.jsp?page=/oracle/apps/ap/oie/entry/sum... 2011-04-18

Expense report number ER1369457 for 30.50 has been submitted to SKINNER, DEAN C for approval

# **Expense Report ER1369457**

☑ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer. the expense report envelope must include your receipts and other supporting documents. On the outside of the
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
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  \* at your option, print this page from your browser and insert into the expense report envelope.

### General Information

Approver SKIN  Receipts Status Not  Req	Responsibility Centre 70 Reason for Travel V	Expense Dates 11	Name C
Bargaining Meeting SKINNER, DEAN C Not Required	70834 Vancouver - Pre Crown	15-APR- 2011 - 15-	CAUL, DOUGLAS
	Report Total	Attachments ls a SMARTTEC confirmation report (PDF) required for this claim?	Report Submit Date
	30.50 CAD	View Yes	18- APR-

# Expense l Weekly Summary

Approval Notes [0]

Lines
•
2
7
IOC and
30010

Business Expenses

	15-Ap	Date	Cash
THE MALE AND ADDRESS OF THE PARTY OF THE PAR	15-Apr-2011 30.50 CAD Diem		Cash Expenses
	1 30.50	<u>₽</u> ⊼	ses
L. The same of the	) CAD	Receipt Expe Amount Type	
	Meal/Per Travel began at 1pm Diem ended at 7:30pm	Receipt Expense Amount Type	
	e		
	avel be	Justification	
	Travel began at a ended at 7:30pm	Justification	
	n 1pm,		
		Requ	
i		Receipt Receipt Required Missing	
,		Rece	
Total		ing	
	ANALOGO CONTRACTOR CON	Reimbursable Amount (CAD)	
မ	30	Reimbursable Amount (CAD)	
30.50	30.50		
		Details	

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1372810 for 373.47 has been submitted to SKINNER, DEAN C for approval.

# **Expense Report ER1372810**

☑ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

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  \* at your option, print this page from your browser and insert into the expense report envelope.

#### General Information

Approver SKINNER DEAN C Receipts Status Required	Responsibility Centre 70834 Reason for Travel Crown Couns Bargai	Name Expense Dates
Vancouver SKINNER, DEAN C Required	APR-2011 70834 Crown Counsel Bargaining	CAUL, DOUGLAS D 28-APR- 2011 - 29-
	Report Total	
	Yes Yes 373.47 CAD	02- MAY- 2011 View

Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

#### **Business Expenses**

Date	Receipt Amount Expense Type Justification	Justification	Receipt Receipt	Receipt Missing	Reimbursable Amount (CAD) Details	etails
28-Apr-2011	163.52 CAD Air you paid	Harbour Air from Vic - Van	*	THE PARTY OF THE P	163.52	
28-Apr-2011	11.00 Public Transp. CAD	Taxi from Harbour Air to meeting location	and the second		11.00	
28-Apr-2011	41.00 CAD Meal/Per Diem Travel began at 7am	Travel began at 7am			41.00	
28-Apr-2011	113.10 Coast Plaz	Coast Plaza Hotel - Vancouver	•		113.10	
29-Apr-2011	11.60 Public Transp. CAD	Taxi from meeting location to Harbour Air	<		11.60	
29-Apr-2011	33.25 CAD Meal/Per Diem Travel ended at 6pm	Travel ended at 6pm	V (учение по по по перед Уга Андерия (в Аладания в Аладания)		33.25	

Expense report number ER1383180 for 544.24 has been submitted to SKINNER, DEAN C for approval

# Expense Report ER1383180

☑ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts

- the expense report envelope must include your receipts and other supporting documents. On the outside of the The expense report envelope and
- envelope print your name, employee number, date, and expense report number. The expense report envelope an its contents must be filed at the location designated by your senior financial officer.

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- request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon
- at your option, print this page from your browser and insert into the expense report envelope

### General Information

		Counsel Bargaining	
CAD		Crown	Reason for Travel
544.24	Report Total 544.24	70834	sponsibility Centre
Yes		MAY-2011	
Yes	is a SMARTTEC confirmation report (PDF) required for this claim?	2011 - 27-	
View	Attachments	25-MAY- "	Expense Dates 25-MAY-
2011		<b>.</b> 22	
JUN-		DOUGLAS	
၀	Report Submit Date 03-	CAUL,	Name

Re

Approver SKINNER, DEAN C Vancouver

Receipts Status Required

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [1]

#### Business Expenses

Date	Receipt Amount Expense Type Justification	Justification	Receipt Receipt Required Missing	Receipt Missing	Reimbursable Amount (CAD) Details
25-May-2011	12.40  CAD Public Transp. Air to meeting room	Taxi from Harbour Air to meeting room	A CONTRACTOR OF THE PARTY OF TH		12.40
25-May-2011	51.50 CAD Meal/Per Diem 6:45am	Travel began at 6:45am			51.50
25-May-2011	170.22 Coast Plaz	Coast Plaza Hotel - Vancouver			170.22
26-May-2011	12.00 CAD Public Transp.	Taxi from meeting to Harbour Air	<		12.00
26-May-2011	10.80 CAD Public Transp.	Taxi from Harbour Air to Hotel	<		10.80
26-May-2011	51.50 CAD Meal/Per Diem Full day of travel	Full day of travel			51.50
26-May-2011	170.22 Coast Plaz	Coast Plaza Hotel - Vancouver	<		170.22

	544.24	Total		,			
-	2.10		<	Service fee for ATM travel card withdrawal	27-May-2011 2.10 CAD Miscellaneous	2.10 CAD	27-May-2011
	, 1 51.50		0.00	Travel ended at 6:30pm	51.50 Travel e CAD Meal/Per Diem 6:30pm	51.50 CAD I	27-May-2011
10 mm	12.00	- Name November State State of	<	Taxi from meeting to Harbour Air	Public Transp.	12.00 CAD	27-May-2011

Expense Lines Expense Allocations Weekly Summary Approval Notes [1]

Expense report number ER1385000 for 196.42 has been submitted to SKINNER, DEAN C for approval.

# Expense Report ER1385000

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## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the
- envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

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  \* at your option, print this page from your browser and insert into the expense report envelope.

#### General Information

Approver SKINNER Approver SKINNER DEAN C Receipts Status Required	Responsibility Centre Reason for Travel	Name Expense Dates
Vancouver SKINNER, DEAN C Required	70834 Crown Counsel Mediation	s.22
		Report Submit Date 0  Attachments \ Is a SMARTTEC confirmation report (PDF) required for this claim? \
	Yes 196.42 CAD	09- JUN- 2011 View Yes

#### Business Expenses

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [1]

#### Cash Expenses

196,42	196	Total		-	
132.92	132		<	Top up after Airbucks account depleted	132.92 Air you 02-Jun-2011 CAD paid
51.50	57	Total and the state of the stat	A district Park A commenced by the second sec	Travel began at 6am, ended at 8pm	02-Jun-2011 51.50 CAD Diem
12.00			•	Taxi from Harbour Air to Coast Hotel	02-Jun-2011 12.00 CAD Transp.
able AD) Details	Reimbursable Amount (CAD) Details	Receipt Missing	Receipt Required	Justification	Receipt Expense Date Amount Type

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Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [1]



Expense report number ER1387889 for 94.65 has been submitted to SKINNER, DEAN C for approval

# **Expense Report ER1387889**

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view

### Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

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- approved by your Expense Authority
- clarification or verification purposes regarding your expense report envelope.

  \* at your option, print this page from your browser and insert into the expense report envelope. to the Corporate Compliance and Controls Monitoring Branch for verification. the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request Your Expense Authority may be contacted for

#### General Information

Name	CAUL,	Report Submit Date 1	10-
	DOUGLAS		ĒŅ-
	<b>D</b> 5.22	2	011
Expense Dates 09-JUN-	09-JUN- "	Attachments \	View
	2011 - 09-	is a SMARTTEC confirmation report (PDF) required for this claim? Y	Yes
	JUN-2011	Υ	és
Responsibility Centre	70834	Report Total 9	94.65
	Six		ÀD
	Vancouver		
	meetings		
Approver	Approver SKINNER,		
	DEAN C		

Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

Receipts Status

Required

#### Business Expenses

Cash Expenses 09-Jun-2011 09-Jun-2011 09-Jun-2011 09-Jun-2011 09-Jun-2011 13.50 CAD Miscellaneous Victoria 26.00 CAD Transp 27.50 CAD Transp 25.75 CAD 1.90 CAD Miscellaneous Amount Type Receipt Expense Meal/Per Diem Public Public Travel began at 6:30am ended at 5:45pm MasterCard ATM fee & interest at 1% of \$40 Parking at Harbour Air -Harbour Air Taxi from Hornby St. to Taxi from Burnaby to Justification Required Receipt < ₹ < < Missing Receipt Total Amount (CAD) Details Reimbursable 94.65 25.75 13.50 26.00 27.50 1.90

Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

Expense report number ER1392658 for 79.25 has been submitted to SKINNER, DEAN C for approval.

# **Expense Report ER1392658**

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the
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  \* at your option, print this page from your browser and insert into the expense report envelope.

### General Information

Receipts Status		Approver				Reason for Travel Customer	Responsibility Centre			Expense Dates 21-JUN	-		Name
Required	DEAN C	SKINNER,	Vancouver	Training -	Service	Customer	70834	JUN-2011	2011 - 21-	21-JUN- "	<b>O</b>	DOUGLAS	CAUL,
						Ω.	Report Total 79.25	Ye	Is a SMARTTEC confirmation report (PDF) required for this claim? You	Attachments V	2011		Report Submit Date 27-
						Ó	25	S	ά	e¥	<u> </u>	Ž	1.

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [1]

### **Business Expenses**

	79.25	Total		ey de Derey en man de de de Constante en manuel de de Proposition de la constante de la consta	A THE PARTY OF THE	Table Andrewsky and an anticolour by the state of the control of the present
	33.25			Travel began at 6:45am, ended at 2pm	33.25 Meal/Per CAD Diem	21-Jun-2011
	10.00	A Parameter Andrews An	4	Taxi from Robson St. to Harbour Air Terminal	10.00 Public CAD Transp.	21-Jun-2011
	10.00		And the second s	Taxi from Harbour Air Terminal to Robson St.	10.00 Public CAD Transp.	21-Jun-2011
	12.50	A STATE OF THE STA	WANTED STREET STREET, AND STRE	Travel from home to Terminal/return	12.50 CAD Mileage	21-Jun-2011
	13.50	A APP THE SAME OF	•	Parking at Harbour Air Terminal	laneous	21-Jun-2011
Details	Reimbursable Amount (CAD) Details	Receipt Missing	Receipt Receipt	Justification	Receipt Expense Amount Type	Cash Expenses Date

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [1]

Expense report number ER1405314 for 321.63 has been submitted to SKINNER, DEAN C for approval

# **Expense Report ER1405314**

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority. its contents must be filed at the location designated by your senior financial officer.
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.

  \* at your option, print this page from your browser and insert into the expense report envelope.

#### General Information

		Responsibility Centre			Expense Dates 26-JUL-			Name
Counsel Arbitration	Crown	70834	<b>JUL-2011</b>	2011 - 27-	26-JUL- "	<b>o</b>	DOUGLAS	CAUL,
		Report Total (		Is a SMARTTEC confirmation report (PDF) required for this claim?	Attachments \			Report Submit Date 1
	CAD	321.63	Yes	Yes	ts View	2011	JUL-	29-

Vancouver SKINNER, DEAN C

Receipts Status Approver Required

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

#### **Business Expenses**

Date	Receipt Amount Expense Type Justification	Justification	Receipt Required	Receipt Missing	Reimbursable Amount (CAD) Details	)etails
26-Jul-2011	12.00 CAD Public Transp.	Taxi: Harbour Air to Coast Hotel	۲		12.00	
26-Jul-2011	26-Jul-2011 2.10 CAD Miscellaneous	ATM charge + BMO travel card interest	ζ.		2.10	
26-Jul-2011	51.50 Travel k	Travel began at 6:30am		ALLEGA TA SA	51.50	
27-Jul-2011	25.31 CAD Miscellaneous	Lunch BEA - Ourania (Doug not included)	۲		25.31	
27-Jul-2011	51.50 CAD Meal/Per Diem 7:30pm	Travel ended at 7:30pm		And the state of t	51.50	
27-Jul-2011	170.22 CAD Accommodation Coast Plaza Hotel	Coast Plaza Hotel	۲,	**************************************	170.22	
27-Jul-2011	Taxi from Coa 27-Jul-2011 9.00 CAD Public Transp. to Harbour Air	Taxi from Coast Hotel to Harbour Air	The second commonwey commonwe commonwey commonwey commonwey commonwey commonwey commonwey commonwey commonwey commonwey commonwe commonwe commonwe commonwe		9.00	The second of th

Expense report number ER1402971 for 350.31 has been submitted to SKINNER, DEAN C for approval.

# Expense Report ER1402971

☑ TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts

- envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer. the expense report envelope must include your receipts and other supporting documents. On the outside of the
- approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority. your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope
- at your option, print this page from your browser and insert into the expense report envelope

#### General Information

	《新》,《《《·································	Required	Receipts Status Required
		Approver SKINNER, DEAN C	Approver
		staff	
		about with	
CAD		Kamloops	Reason for Travel
350.31	Report Total	70834	Responsibility Centre
Yes	s a contract the committation report (1 Dr.) responses for this claims:	<b>JUL-2011</b>	
You	le a SMARTTEC confirmation report (PDF) required for this claim?	2011 - 19-	
≤iew	Attachments	18-JUL-	Expense Dates 18-JUL-
2011		<b>o</b>	
JUL-		DOUGLAS	
21-	Report Submit Date	CAUL,	Name

Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

#### **Business Expenses**

	19-Jul-2011	19-Jul-2011	19-Jul-2011	19-Jul-2011	18-Jul-2011	18-Jul-2011	18-Jul-2011	Date
	18.00 CAD Miscellaneous	64.51 CAD Car Rental	17.64 CAD Miscellaneous	51.50 CAD Meal/Per Diem	2.50 CAD Miscellaneous	30.50 CAD Meal/Per Diem	20.00 CAD Mileage	Receipt Amount Expense Type Justification
Four Points	Parking at airport	Budget Rental 2 days	BEA	Travel ended at 6:30pm	ATM charge + interest BMO	Travel began at	Travel from home to airport	Justification
	•	<	<		<			Receipt Required
						andri National Section Section	mauritaine renta	Receipt Missing
	18.00	64.51	17.64	51.50	2.50	30.50	20.00	Reimbursable Amount (CAD) Details
	WARREN OF THE PARTY OF THE PART							Details

A was an an and seem to was a seem of the	350.31	Total	Tota		19-00-501
	20.00		Travel from Airport	20.00 Mileage	20.00
	125.66	125.66	S	CAD Accommod	19-Jul-2011
1	)   		Sheraton -	105 66	

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Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1418458 for 501.63 has been submitted to TARRAS, LYNDA MARIE for approval

# Expense Report ER1418458

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable

# Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense
- \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope.
- at your option, print this page from your browser and insert into the expense report envelope

### General Information

	Reason for Travel	Responsibility Centre			Expense Dates			Name	elleral illioilliation
w/ Regional Staff in Prince George and	Meetings	70829	AUG-2011	2011 - 24-	22-AÜG-	s.22	LAURIE Y	DUNCAN,	
		Report Total 50	S a SWAR LLEC collilliation Lebot (FDF) lequiled for this ciailite. Yes		Attachments Vi			Report Submit Date 21-	
	CAD	501.63	es	0 :	iew iew	2011	EP-	7	

Receipts Status Approver LYNDA MARIE TARRAS, Required

Aug 23-24, 2011

(865

Hornby),

Vancouver

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

### **Business Expenses**

Date	Receipt Amount Expense Type Justification	nse Type	Justification	Receipt Required	Receipt Missing	Reimbursable Amount (CAD) Detai
22-Aug-2011	22-Aug-2011 12.50 CAD Mileage		Work to Airport			12.50
22-Aug-2011	22-Aug-2011 28.00 CAD Public Transp. to Hotel	c Transp.	Emerald Taxi - PG Airport to Hotel	<		28.00
22-Aug-2011	Four Po 22-Aug-2011 124.52 CAD Accommodation George	mmodation	Four Points Prince	<		124.52

501.63	Total 5					
59.60	00	<	Yellow Cab - Helijet to Home	Yellow 24-Aug-2011 59.60 CAD Public Transp. Home	59.60 CAD	24-Aug-2011
218.76	2	<	Vancouver Marriott Pinnacle	Vancouve 23-Aug-2011 218.76 CAD Accommodation Pinnacle	218.76 CAD	23-Aug-2011
6.75	0	<	Sky Train	23-Aug-2011 6.75 CAD Public Transp. Sky Train	6.75 CAD	23-Aug-2011
51.50			Full Day Rates	23-Aug-2011 51.50 CAD Meal/Per Diem Full Day Rates	51.50 CAD	23-Aug-2011

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1418456 for 52.25 has been submitted to TARRAS, LYNDA MARIE for approval.

# Expense Report ER1418456

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view

### Submission Instructions

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- your senior financial officer.

  \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense \* your Expense Authority will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.

  \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate \* the expense and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes
- regarding your expense report envelope.
- at your option, print this page from your browser and insert into the expense report envelope.

#### General Information

	Reason for Travel Meeting	Responsibility Centre			Expense Dates 19-AUG-			Name	CHCICI III OI III GEORGI
w/ Regional	el Meetings	70829	AUG-2011	2011 - 19-	19-ÄUG-	.22	LAURIE Y	Name DUNCAN,	
				Is a SMARTTEC confirmation report (PDF) required for this claim?	Attac			Report Submit Date	
		Report Total	100000000000000000000000000000000000000		Attachments			it Date	
	CAD	52.25	Yes	Yes	View	2011	SEP-	e 21-	

Receipts Status Approver Georgia) / Aug 19, 2011 Required LYNDA TARRAS, MARIE

Vancouver (360 W

Staff in

Expense Lines Expense Allocations Weekly Summary Approval Notes [0]

#### **Business Expenses**

#### Cash Expenses

52.25	Total				
12.50		Helijet to Home		12.50 CAD Mileage	19-Aug-2011
4.50	<	4.50 CAD Miscellaneous Parking - Lot 214, Victoria	Miscellaneous	4.50 CAD	19-Aug-2011
22.75		Lunch Only	22.75 CAD Meal/Per Diem Lunch Only	22.75 CAD	19-Aug-2011
12.50		Home to Helijet	Mileage	12.50 CAD Mileage	19-Aug-2011
Amount (CAD) Details	Receipt Required Receipt Missing	Justification	Expense Type	Receipt Amount Expense Type Justification	Date

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Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1392441 for 570.14 has been submitted to TARRAS, LYNDA MARIE for approval

# Expense Report ER1392441

of TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view

# Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

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  \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this
- \* your Expense Authority will be notified requesting approval for this expense report. After your Expense Authority approves this expense report, you will be notified. This expense report will be paid within 3 working days after it is approved by your Expense Authority.
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- at your option, print this page from your browser and insert into the expense report envelope.

### Gene

eneral information		1	3
NGILIC	LAURIE Y	ואסטור סמטווור סמים	-NOF
Expense Dates 12-JÜN-	12 US.2.2.	Attachments	2011 View
	<b>→</b> ₹	Is a SMARTTEC confirmation report (PDF) required for this claim?	Yes
Responsibility Centre	70829	Report Total	570.14
Reason for Travel	HR Service	ş	CAD
	Excellence		
	West		
	Conference		

Receipts Status Approver TARRAS, LYNDA Required MARIE

2011

June 12-14, Calgary / Clients in

Visiting

and

Expense Lines

Expense Allocations

Weekly Summary Approval Notes [0]

### **Business Expenses**

_	14-Jun-2011 CAD Accommodation Hotel Arts (June 12 & 13)	12-Jun-2011 43.00 CAD Public Transp. Associated Cab (Calgary	12-Jun-2011 7.50 CAD Mileage Home to Airport (15 km)	Date Amount Expense Type Justification
Missing	. <	<		Required

570.14	Total					
7.50			Airport to Home (15 km)	14-Jun-2011 7.50 CAD Mileage	7.50	14-Jun-2011
41.00			Lunch & Dinner Only	14-Jun-2011 41.00 CAD Meal/Per Diem Lunch & Dinner Only	41.00	14-Jun-2011
32.00		<	Associated Cab (Alberta 14-Jun-2011 32.00 CAD Public Transp. Health Services to Airport)	0 CAD Public Transp.	32.00	14-Jun-2011
22.25		<	Associated Cab (Telus to Alberta Health Services)	5 CAD Public Transp.	22.25	14-Jun-2011
13.50		<	14-Jun-2011 13.50 CAD Public Transp. Blacktop Cabs (Hotel to Telus)	0 CAD Public Transp.	13.50	14-Jun-2011

Expense Lines

Expense Allocations

Weekly Summary

Approval Notes [0]

Expense report number ER1386156 for 647.20 has been submitted to TARRAS, LYNDA MARIE for approval.

# **Expense Report ER1386156**

TIP Hint: Print in landscape format to include all displayed information. Use your browser Back button to exit the printable page view.

## Submission Instructions

The following are instructions on what to do with expense report envelopes and receipts:

- \* the expense report envelope must include your receipts and other supporting documents. On the outside of the envelope print your name, employee number, date, and expense report number. The expense report envelope and its contents must be filed at the location designated by your senior financial officer.

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- Authority.

  \* the expense report envelope and its contents are subject to post payment audit. These must be forwarded upon request to the Corporate Compliance and Controls Monitoring Branch for verification. Your Expense Authority may be contacted for clarification or verification purposes regarding your expense report envelope
- \* at your option, print this page from your browser and insert into the expense report envelope

### General Information

Report Submit Date JUN- JUN- 2011 Attachments View Is a SMARTTEC confirmation report (PDF) required for this claim? Yes Yes Report Total 647.20
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Re

Expense Lines

Receipts Status

Required MARIE Approver

TARRAS, LYNDA

Expense Allocations

Weekly Summary

Approval Notes [1]

### Business Expenses

						C Mess at C 10	The second second
	30.50			Dinner Only	12-May-2011 30.50 CAD Meal/Per Diem Dinner Only	30.50 CAD	12-May-2011
	40.00		<	Hotel to Airport - American Cab Co.	12-May-2011 40.00 CAD Public Transp.	40.00 CAD	12-May-2011
	30.50			Dinner Only	11-May-2011 30.50 CAD Meal/Per Diem Dinner Only	30.50 CAD	11-May-2011
	414.70		<	14.70 Intercontinental Buckhead CAD Accommodation Atlanta (2 nights - May 10 &11)	Accommodation	414.70 CAD	11-May-2011
	51.50			Full Day Rates	10-May-2011 51.50 CAD Meal/Per Diem Full Day Rates	51.50 CAD	10-May-2011
	30.00		•	Home to Airport - Peninsula Taxi	10-May-2011 30.00 CAD Public Transp.	30.00 CAD	10-May-2011
Det	Amount (CAD) Details	Missing	Required	Justification	Receipt Amount Expense Type Justification	Receipt Amount	Date

647.20	Total			
30.00		<	Airport to Home - Peninsula Taxi	12-May-2011 30.00 CAD Public Transp.
20.00		<	Baggage Fee - Alaska Airlines	12-May-2011 20.00 CAD Miscellaneous

**Expense Lines** 

Expense Allocations

Weekly Summary

Approval Notes [1]