

Office of the Information and Privacy Commissioner of Alberta  
 Kim Kreuzer Work, Director, Knowledge Management  
 Expenses Processed December 1, 2018 - January 31, 2019

**Travel Expenses**

Date Expenses Incurred	Destination	Description/Rationale	Transportation <sup>1</sup>	Accommodation	Per Diems <sup>2</sup> (no receipts)	Meals (with receipts)	Other <sup>3</sup>	Total
Jan 29-30	Calgary, AB	Attended Data Privacy Event	\$ 142.86	\$ 134.85	\$ 57.57	\$ -	\$ 20.71	\$ 355.99
<b>Total</b>			<b>\$ 142.86</b>	<b>\$ 134.85</b>	<b>\$ 57.57</b>	<b>\$ -</b>	<b>\$ 20.71</b>	<b>\$ 355.99</b>

<sup>1</sup>Transportation includes: airfare, mileage, rental vehicle, Red Arrow

<sup>2</sup>Where receipts are not provided, Government of Alberta approved per diem meal rates and daily incidental rates are claimed.

<sup>3</sup>"Other" includes taxis, parking, long distance, and other sundry travel costs supported by receipts.

**Hospitality/Working Session Expenses**

Date Expenses Incurred	Description/Rationale	Hospitality	Working Session	Total
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>				<b><u>\$ 355.99</u></b>

**Audrey Palmer**

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**From:** Red Arrow Reservations <itinerary@redarrow.ca>  
**Sent:** January-21-19 9:47 AM  
**To:** Audrey Palmer  
**Subject:** Red Arrow Itinerary/Receipt

**ITINERARY/RECEIPT**



2019-01-21

OFFICE OF INFORMATION & PRIVACY (106908)  
410, 9925 - 109th STREET  
EDMONTON, AB T5K 2J8  
Attn: AUDREY PARKER

*You can reach us at:*  
Corporate Sales

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
1899567	2019-01-21				2019-01-29	2019-01-30	-	Website User

*Travellers:*

Kreuter-Work/Kim

H142.86

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
<b>EDMCAL 14:00 YYC.</b> Assigned to: 03A Departs Edmonton (EDMTO / ETO 10014 104 St) at 14:00 on 2019-01-29. Arrives Calgary (CALTO / CTO 205 9 Ave SE) at 18:05 on 2019-01-29. (4 hrs 5 mins)	4 hrs 5 mins	Corporate 1	1	\$ 71.43	\$ 71.43
<b>CEEXP 16:30.</b> Assigned to: 05B Departs Calgary (CALTO / CTO 205 9 Ave SE) at 16:30 on 2019-01-30. Arrives Edmonton (EDMTO / ETO 10014 104 St) at 19:50 on 2019-01-30. (3 hrs 20 mins)	3 hrs 20 mins	Corporate 1	1	\$ 71.43	\$ 71.43

mins)

**Payments Received**

DATE	GUEST	REFERENCE	AMOUNT
2019-01-21	OFFICE OF INFORMATION & PRIVACY (Palmer	MasterCard *****	\$ 142.86

<b>Base Price:</b>	\$ 142.86
<b>Discounts:</b>	\$ 0.00
<b>Service Charges:</b>	\$ 0.00
<b>Invoice Total:</b>	\$ 142.86
<b>Payments Received:</b>	\$ 142.86
<b>Balance Due:</b>	\$ 0.00

**PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN.  
PLEASE CHECK IN 15 MINUTES PRIOR TO DEPARTURE**

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures must be given. All Camrose Departures require 30 minutes notice. December 14 - January 4 to cancel or make any changes to a reservation we require 24 hours notice. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change. Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. \*\*Red Arrow will not be responsible for the loss of or damage to checked luggage in excess of stated maximum liability. In addition, Red Arrow does not accept liability to loss of or damage to unchecked baggage carried on board. For the full policy, please visit [www.redarrow.ca](http://www.redarrow.ca) or view the policy posted on our information boards at our Ticket Offices\*\* \*\*Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time\*\* Corporate Billing Accounts: Payment due 30 days after completion of trip.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

Thank you for booking with Red Arrow Motorcoach. We appreciate your business!

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication



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01-30-19

<b>Kim Work</b>	Folio No. : 70978	Room No. : 601
<b>Canada</b>	A/R Number :	Arrival : 01-29-19
	Group Code :	Departure : 01-30-19
	Company : Leisure - Appointment	Conf. No. : 46727621
	Membership No. : PC	Rate Code : IDME0
	Invoice No. :	Page No. : 1 of 1

Date	Description	Charges	Credits
01-29-19	*Room Charge	123.49	
01-29-19	2% CTR	2.47	
01-29-19	DMF 3%	3.70	
01-29-19	4% Tourism Levy	5.19	
01-29-19	5% GST Room Tax	6.48	
01-30-19	MasterCard -Manual		141.33
	XXXXXXXXXX		

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - [www.ihgwardsclub.com/review](http://www.ihgwardsclub.com/review). We look forward to welcoming you back soon.

<b>Total</b>	<b>141.33</b>	<b>141.33</b>
<b>Balance</b>	<b>0.00</b>	

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown here on. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

*Handwritten:* Total \$141.33  
6.48 Less GST  
134.85

HOLIDAY INN EXPRESS  
CALGARY UN  
2373 BANFF TRAIL NW  
CALGARY AB

CARD .....  
CARD TYPE MASTERCARD  
DATE 2019/01/30  
TIME 07:45:55  
RECEIPT NUMBER  
M84118622-001-026-008-0

PRE-AUTH COMPLETION  
TOTAL \$141.33

APPROVED  
AUTH# 029747 01-027  
THANK YOU

CARDHOLDER COPY  
IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Holiday Inn Express & Suites Calgary University  
2373 Banff Trail North West  
Calgary, Alberta Canada T2M 4L2  
Telephone: (587) 390-6100 Fax: (587) 390-6111  
GST R890139793 RT0001



07:49

3.40 CASH 19.01.30

633 BanffTrall

Adult Regular

Valid for 90 minutes

00.00

# 3.40

**ALLIED  
BLACK**  
LIMO & TAXI

Try our **ON-DEMAND** Taxi app  
Connecting you Directly with your Driver



alliedblack.com

Driver Junaid Date Jan 29, 2019  
Car # 1294 Amount \$18/=  
GST Included # \_\_\_\_\_

Taxi \$18.00  
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# 17.31