<table>
<thead>
<tr>
<th>Event or Expenditure Item</th>
<th>Board Business</th>
<th>Professional Learning</th>
<th>Dates</th>
<th>Hotel</th>
<th>Flight</th>
<th>Mileage</th>
<th>Other Expenditures</th>
<th>Per Diem</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chamber of Commerce Dinner</td>
<td>X</td>
<td></td>
<td>September</td>
<td>$56.25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$56.25</td>
</tr>
<tr>
<td>Greatness in Leadership</td>
<td></td>
<td>X</td>
<td>October 7th, 2014</td>
<td>$288.62</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$288.62</td>
</tr>
<tr>
<td>Community Foundation Dinner</td>
<td></td>
<td>X</td>
<td>October 1, 2014</td>
<td>$50.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$50.00</td>
</tr>
<tr>
<td>ASBA Fall AGM</td>
<td></td>
<td></td>
<td>November 16-18th</td>
<td>$366.70</td>
<td>$1,160.51</td>
<td>$122.25</td>
<td>$450.00</td>
<td></td>
<td>$2,099.46</td>
</tr>
<tr>
<td>Total for Period</td>
<td></td>
<td></td>
<td></td>
<td>$366.70</td>
<td>$1,160.51</td>
<td>$0.00</td>
<td>$517.12</td>
<td>$450.00</td>
<td>$2,494.33</td>
</tr>
</tbody>
</table>
Expense Authorization

Review all sections of the form and then complete the last section at the bottom of the page.

TRUSTEES TRAVEL AND EXPENSE WARRANT
Task ID: 0000054734 - Created: 19-Nov-2014 10:04:04 AM - By: Donald Lacey - Processed: 19-Nov-2014 10:04:04 AM - By: Donald Lacey

NAME: Lacey, Donald N (IG128)
FUNCTION or MEETING: ARDA
LOCATION: Edmonton

EXPENSES:

1. MEALS:
   - Breakfast: $11.00, $0.09 (Total: $11.09)
   - Lunch: $15.09
   - Dinner: $20.00, $3.25 (Total: $23.25)
   - Gradually automatically calculated: \(\times 0.9\%\) $23.25 ($1)

2. HOTELS:
   - Hotel: Enter total invoice amount - attach vouchers: $368.70
   - Private Accommodation: $368.70 ($2)

3. TRANSPORTATION COSTS:
   - A) Economy Air Fair: Enter total invoice amount - attach receipts: $82.00
   - OR B) Car Expenses - State number of trips: $0.00 ($3)

4. REGISTRATION FEE:
   - Attach approved receipt or voucher: $0.00 ($4)

5. TECHNOLOGY COSTS:
   - $0.00 ($5)

For Office Use Only:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>GST (Auto Calculated)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>GST Claims</td>
<td>1.67</td>
<td>$0.00</td>
<td>$1.67</td>
</tr>
<tr>
<td>Total GST</td>
<td>1.67</td>
<td>$0.00</td>
<td>$1.67</td>
</tr>
</tbody>
</table>

HONORARIA:
- Half Day(s): $52
- Full Day(s): $52

PER DIEM ALLOWANCE:
- Full Day(s): $52
- Half Day(s): $52

APPROVAL SECTION
Action Taken: No Objection

TRUSTEE EXPENSE WARRANT PAYROLL SECTION
Action Taken: The expense form is being routed to you as the Trustee has entered honoraria or a per diem allowance.
   Please print the expense form for processing of payment and as backup documentation.

ACCOUNTS PAYABLE CLERK SECTION
Action Taken: Travel & Expense Calculator

Vendor Number: EM10208 - Lacey, Donald N

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>GST</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotel</td>
<td>368.70</td>
<td>0.00</td>
<td>368.70</td>
</tr>
<tr>
<td>Transportation</td>
<td>82.00</td>
<td>0.00</td>
<td>82.00</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Technology Costs</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Expenses Claimed</td>
<td>450.70</td>
<td>$1.67</td>
<td>452.37</td>
</tr>
</tbody>
</table>

Exchange Rate: Exchange $0.00
NET TOTAL TO BE PAID: 452.37

Authorized Comment: Invoice has not been created

Mr Don Lacy  
Canada

**INVOICE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Charges</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-16-14</td>
<td>Room Charge</td>
<td>165.00</td>
<td></td>
</tr>
<tr>
<td>11-16-14</td>
<td>Room Alberta Tourism Levy</td>
<td>6.04</td>
<td></td>
</tr>
<tr>
<td>11-16-14</td>
<td>Room D.M.F.</td>
<td>4.53</td>
<td></td>
</tr>
<tr>
<td>11-16-14</td>
<td>Room GST</td>
<td>7.55</td>
<td></td>
</tr>
<tr>
<td>11-16-14</td>
<td>Room D.M.F. GST</td>
<td>0.23</td>
<td></td>
</tr>
<tr>
<td>11-17-14</td>
<td>Room Charge</td>
<td>165.00</td>
<td></td>
</tr>
<tr>
<td>11-17-14</td>
<td>Room Alberta Tourism Levy</td>
<td>6.04</td>
<td></td>
</tr>
<tr>
<td>11-17-14</td>
<td>Room D.M.F.</td>
<td>4.53</td>
<td></td>
</tr>
<tr>
<td>11-17-14</td>
<td>Room GST</td>
<td>7.55</td>
<td></td>
</tr>
<tr>
<td>11-17-14</td>
<td>Room D.M.F. GST</td>
<td>0.23</td>
<td></td>
</tr>
<tr>
<td>11-18-14</td>
<td>Visa</td>
<td>XXXXXX6678</td>
<td>XXXXX</td>
</tr>
</tbody>
</table>

**Total** 366.70  366.70

**Balance** 0.00 CAD

---

I agree that I am personally liable for the final disposition and payment of any services rendered or goods supplied by The Sutton Place Hotel and further authorize the use of my credit card to facilitate full payment. I accept responsibility in the event the indicated third-party, company or association fails to render full payment of this account, and also for any loss or damage to the premises or its contents.

**Guest Signature:**

---

A MEMBER OF THE SUTTON PLACE HOTELS GROUP - CHICAGO, EDMONTON, TORONTO, VANCOUVER

10235-101 Street, Edmonton, AB Canada T5J 3E9  Tel 780.428.7111  * Fax 780.441.3098  * 1.866.SUTTON (1.866.788.8888)  
email: info.edmonton@suttonplace.com  website: www.edmonton.suttonplace.com
Date: 2014-11-17  Amount: $10.00

From: 2421 Collier St
To:  Sutton Hotel

Driver: 780-425-2525 780-425-8310
www.co-optaxi.com

YELLOW CAB
780.462.3456

Date: 17-11-14  Amount: 62.00

Driver: 374
From:  Westin
To:  Airport

10135-31 Avenue, Edmonton, AB T6N 1C2
Community Foundation of Lethbridge and Southwestern Alberta

Community Foundation of Lethbridge and Southwestern Alberta
404 – 8th Street South
Lethbridge, AB, T1J 2J7

Received From: ID: 5583

Total amount received: $100.00
LeeAnne Tedder
Lethbridge School District No. 51
433 - 15th Street South
Lethbridge, AB T1J 2Z4

Issue Date: Oct-02-2014
Received on: Aug-19-2014
Issue Location: Lethbridge, AB

George Hall, Executive Director
Passenger Information

1: Mr Mich Forster : Adult (16+), Ticket Number: 0142140020275
Frequent Flyer Prog : None
Payment Card: xxxx-xxxx-xxxx-6848
Seat Selection: None
Meal Preference : None
Special Needs: None

2: Mrs Jan Foster : Adult (16+), Ticket Number: 0142140020276
Frequent Flyer Prog : None
Payment Card: xxxx-xxxx-xxxx-6848
Seat Selection: None
Meal Preference : None
Special Needs: None

3: Mr Don Lacey : Adult (16+), Ticket Number: 0142140020277
Frequent Flyer Prog : None
Payment Card: xxxx-xxxx-xxxx-6848
Seat Selection: None
Meal Preference : None
Special Needs: None

4: Mrs Donna Hunt : Adult (16+), Ticket Number: 0142140020278
Frequent Flyer Prog : None
Payment Card: xxxx-xxxx-xxxx-6848
Seat Selection: None
Meal Preference : None
Special Needs: None

5: Mrs Cheryl Gilmore : Adult (16+), Ticket Number: 0142140020279
Frequent Flyer Prog : None
Payment Card: xxxx-xxxx-xxxx-6848
Seat Selection: None
Meal Preference : None
Special Needs: None

Purchase Summary

Fare Summary
Passenger Type Adult

Air Transportation Charges
Departing Flight - Latitude 834.00
Return Flight - Flex 182.00
Surcharges 30.00

Taxes, Fees and Charges
Canada Airport Improvement Fee 45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 55.26
Air Travellers Security Charge (ATSC) 14.25
Total airfare and taxes before options (per passenger) 1160.51
Number of passengers x 5
Total airfare, taxes and options 5802.55
Travel Insurance (declined) 0.00

Grand Total - Canadian dollars $5802.55

Payment Information
AIR CANADA
Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosks.

Booking Information

Booking Reference: L3PQCZ

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
Mr Milch Forster
michelle.loxton@lethsd.ab.ca
Mobile: 1-403-3828830
Home: 1-403-3813873
Work: 1-403-3805303

Online Services

- Manage my booking online (view/change my booking; select seats*).
- Select Seats
- Maple Leaf Lounge | Meal Vouchers | On My Way
- Alert me of flight status changes directly to my mobile phone or email.
- Flight Arrivals & Departures – check online if my flight is on time.
- Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

<table>
<thead>
<tr>
<th>Flight</th>
<th>From</th>
<th>To</th>
<th>Stops</th>
<th>Duration</th>
<th>Aircraft</th>
<th>Fare</th>
<th>Meal</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC7214</td>
<td>Lethbridge (YQL) Sun 16-Nov 2014 09:50</td>
<td>Calgary (YYC) Sun 16-Nov 2014 10:36</td>
<td>0</td>
<td>3hr29</td>
<td>BEH</td>
<td>Latitude, Y</td>
<td></td>
</tr>
<tr>
<td>AC8142</td>
<td>Calgary (YYC) Sun 16-Nov 2014 12:30</td>
<td>Edmonton, Edmonton Int’l (YEG) Sun 16-Nov 2014 13:19</td>
<td>0</td>
<td></td>
<td>DH4</td>
<td>Latitude, Y</td>
<td></td>
</tr>
<tr>
<td>AC8145</td>
<td>Edmonton, Edmonton Int’l (YEG) Tue 18-Nov 2014 16:30</td>
<td>Calgary (YYC) Tue 18-Nov 2014 17:22</td>
<td>0</td>
<td>2hr25</td>
<td>DH3</td>
<td>Flex, V</td>
<td></td>
</tr>
<tr>
<td>AC7219</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BEH</td>
<td>Flex, V</td>
<td></td>
</tr>
</tbody>
</table>
GREATNESS IN LEADERSHIP
Registration Form

BILLING INFORMATION:

Contact Name: LeeAnne Tedder, Executive Assistant to the Superintendent  
Company Name: Lethbridge School District #51  
Street Address: 433 15 St South  
City: Lethbridge  
Contact Number: (403) 380.5300  
Email: leeanne.tedder@leths.ab.ca  
Province: AB  
Postal Code: T1J 2Z4

PAYMENT INFORMATION:

☒ Bill to Account  
☐ Credit Card Payment  
Credit Card Number:  
Expiry:  
Name as Shown on Credit Card:

TICKET INFORMATION:

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
</table>
|      | **Sponsored VIP Table** (Limited Availability)  
Includes 1 table (8 seats), preferred location, sponsor recognition and special gift, donation to scholarships, lunch, Wine & Cheese networking reception, and 1 VIP ticket to the Sponsor "Meet and Greet" with the Great One. | $2499.00 + GST |           |
|      | **Conference Table**  
Includes 1 table (8 seats), lunch, Wine & Cheese Networking Reception (Each conference table will have a U of L or LC student as a conference ambassador). | $2199.00 + GST | $2308.95 |
| 1    | **Half Table**  
Includes 4 seats, lunch, Wine & Cheese Networking Reception | $1299.00 + GST |           |
|      | **Individual Ticket**  
Includes 1 seat, lunch, Wine & Cheese Networking Reception | $349.00 + GST |           |
|      | **Total** | | $2308.95 |
LETHBRIDGE SCHOOL DISTRICT #51
LeeAnne Tedder
433 - 15 Street South
Lethbridge, AB T1J 2Z5

[Thank you for your payment.]

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>125th Annual President's Dinner (LeeAnne Tedder)</td>
<td>1</td>
<td>$450.00</td>
<td>$450.00</td>
</tr>
<tr>
<td>Cheryl Gilmore</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Jan Foster</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Donna Hunt</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Mich Forster</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Don Lacey</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Additional Attendee</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Additional Attendee</td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td></td>
<td><strong>$450.00</strong></td>
</tr>
</tbody>
</table>

Lethbridge Chamber of Commerce
200 Commerce House
529 - 6th Street S
Lethbridge, AB T1J 2E1
Phone: 403-327-1586 Fax: 403-327-1001
www.lethbridgechamber.com