



Public Disclosure of Travel and Expenses

Name Donna Tingley
Position Board Member
Month April 2014

Expense Category	Expense Type	Date Expense Incurred	Amount	Description/Rationale	Receipt
Travel	Travel Fares	04/22/2014	\$ 565.15	Airfare, round trip Edmonton to Lethbridge, board tour in Lethbridge	No 1
Travel	Meals	04/29/2014	\$ 9.20	Breakfast allowance, board meeting in Calgary	N/A
Travel	Parking Charges	04/29/2014	\$ 36.75	Parking, board meeting in Calgary	No 2
Travel	Employee Auto	04/29/2014	\$ 303.00	Mileage, round trip Edmonton to Calgary, board meeting	N/A

Scroll down to view the receipts.



Integra Air
152 Kenyon Drive
Lethbridge Alberta
T1K 7N3
Phone: (403) 381-8359
Toll Free: (877) 213-8359

PASSENGER ITINERARY

Booked on: Apr 22 2014

Online Reference
Number:

Origin	Destination	Depart	Arrive
YEG	YQL	05/15/2014 08:20 MST	05/15/2014 09:35 MST
YQL	YEG	05/15/2014 16:30 MST	05/15/2014 17:45 MST

Fees

Fares

NavCanada	24.00	Depart	219.00
Landing Fees	0.00	Return	219.00
Security Fee	14.24	Total Fares	438.00
AIF	40.00	Subtotal	538.24
Fuel Surcharge	22.00	GST	26.91
Discounts	0.00		
Total		565.15	

Passenger	Confirm. #	Phone #	Email Address
TINGLEY, DONNA			donna.tingley@nrcb.ca

Rules and Other Information

IMPORTANT!! PLEASE SEE THE REMARKS AND SPECIAL INSTRUCTIONS SECTION FOR DIRECTIONS TO OUR BOARDING LOCATION

- 1.) Integra Air flights may be cancelled or changed up to 2 hours prior to flight time. Applicable change/cancellation fees will apply. If changes or cancellations are made less than 2 hrs prior to flight all monies may be forfeit.
- 2.) Changes are subject to a \$50.00+tax fee and a difference in fare if applicable.
- 3.) Cancellations made on the same day of booking (within 24 hrs of original booking) are fully refundable to original form of payment.
- 4.) Cancellations made after the day of booking are subject to a \$50.00+tax fee applicable to fare type and the remaining will be placed into a credit file which is valid for 1 year after creation.
- 5.) To cancel a flight after hours please call 403 634 9093.
- 6.) Passengers not showing up for a flight will result in all fares, fees, and taxes being forfeited.

Photo ID and Checking In

- 7.) Check in time is 45 minutes prior to departure.
- 8.) Passengers arriving less than 15 minutes prior to scheduled departure time will be denied boarding.
- 9.) Photo ID is required for all passengers over 18 years of age. Proof of age will be required for all infants.

Rules of Carriage

- 10.) Public domestic scheduled tariffs are available upon request or at www.integraair.com
- 11.) Integra Air allows 1 pc of checked baggage with a maximum weight of 50lbs. Maximum size for checked baggage is 9"x16"x20" as well as one pc of carry on baggage 13"x10"x10"
- 12.) Excess baggage may be accepted based on aircraft weight and space availability. Excess Baggage rates are \$2.50 per pound.

Extra Information

- 13.) Integra Air can arrange a car rental for you. Please contact our reservation centre at 877 213 8359 for details.
- 14.) Integra Air offers complimentary light snacks and beverages on each flight.
- 15.) Integra Air also offers free parking at the east end of the Lethbridge Airport long term parking lot. All stalls are clearly marked. If the Integra Air parking stalls are full, paid parking is available at passenger expense.

Donna Tingley

From: res@integraair.com
Sent: Tuesday, April 22, 2014 9:26 AM
To: Donna Tingley
Subject: Your Ticketless Itinerary - Integra AirTINGLEY, DONNA

Importance: High

Integra Air Travel Itinerary - Have a great flight

MASTERCARD

LETHBRIDGE

Document Number: 222788
 Confirmation Number:
 Online Id:
 Date Booked: 4/22/2014
 Modified: 4/22/2014
 Booked by: ONLINE
 PO:

Welcome Aboard: TINGLEY, DONNA

Bound	Date	Flt	Depart	Arrive	Status
Out	15May14	819	Executive Flt C 08:20am	Lethbridge 09:35am	CONFIRMED
In	15May14	928	Lethbridge 04:30pm	Executive Flt C 05:45pm	CONFIRMED

FARE: 438.00
 FEES: 100.24
 GST: 26.91

 TOTAL: 565.15

Your (first) flight will be departing from: Executive Flt Ctr

****Fare Information****

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DISPLAY TICKET ON DASH

Expiration Date/Time
06:00 PM
APR 29, 2014

Purchase Date/Time: 09:29am Apr 29, 2014
Total Parking: \$35.00
Total FEDERAL: \$1.75
Total Due: \$36.75 Rate: DAILY MAX
Total Paid: \$36.75 Payment Type: Card
Ticket #: 00021299
S/N #: 500012260468
Setting: Lot 303
Mach Name: Lot 303-2

Card #****- MasterCard Auth #: 112945

GST REG #R102466000

RECEIPT

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