

Alberta Petroleum Marketing Commission

Name: Richard Masson  
 Position: CEO  
 Reporting Period: Apr-16

<u>Date Expense Incurred</u>	<u>Expense Type</u>	<u>Description</u>	<u>Amount</u>	<u>Receipt</u>
29-Mar-16	Training - Conference	Institute of Corporate Directors - Roundtable Session	\$57.75	Attached
4-Apr-16	Travel - Airfare	Air Canada Flight Pass - Ten Credits (Flex)	\$3,412.50	Attached
7-Apr-16	Travel - Other Costs	April 7 - Edmonton Trip - Edmonton Impark Fee for Rental Car	\$35.00	Attached
7-Apr-16	Travel - Meals	April 7 - Edmonton Trip - Lunch	\$11.60	No Receipt
7-Apr-16	Travel - Transportation	April 7 - Edmonton Trip - Gas Refill for Rental Car	\$5.69	Attached
7-Apr-16	Travel - Vehicle Rental	April 7 - Edmonton Trip - Rental Car (Avis)	\$35.70	Attached
7-Apr-16	Travel - Other Costs	April 7 - Edmonton Trip - YYC Airport Parking Fee	\$29.35	Attached
7-Apr-16	Travel - Mileage	April 7 - Edmonton Trip - Mileage from Home to YYC Airport & Return (60 km)	\$30.30	No Receipt
13-Apr-16	Training - Conference	2016 Canadian Crude Oil Conference Fee	\$997.50	Attached
14-Apr-16	Travel - Transportation	April 14 - Edmonton Trip - Taxi from YEG Airport to Downtown Office	\$60.00	Attached
14-Apr-16	Travel - Meals	April 14 - Edmonton Trip - Lunch	\$11.60	No Receipt
14-Apr-16	Travel - Transportation	April 14 - Edmonton Trip - Taxi from Downtown Office to YEG Airport	\$61.80	Attached
14-Apr-16	Travel - Other Costs	April 14 - Edmonton Trip - YYC Airport Parking Fee	\$29.35	Attached
14-Apr-16	Travel - Mileage	April 14 - Edmonton Trip - Mileage from Home to YYC Airport & Return (60km)	\$30.30	No Receipt
		Total	\$4,808.44	

# Institute of Corporate Directors - Roundtable Session

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**From:** admin@icd.ca  
**Sent:** March 29, 2016 11:20 AM  
**To:**  
**Subject:** Order Confirmation

## Institute of Corporate Directors

2701-250 Yonge Street, Toronto, ON M5B 2L7

**Order Number** 81012  
**Order Date** 29/03/2016  
**Order Total** 57.75  
**Payment Method**  
**Name on Card** Richard Masson

Qty	Item	Price	Total
1	Director Roundtable: Challenging Issues Facing NFP Boards - Mr Richard Masson, ICD.D	55.00	55.00
	<b>When:</b> 13/04/2016 - 13/04/2016		
	<b>Where:</b> Calgary Petroleum Club Devonian Room 319 5 Ave SW Calgary, AB T2P 0L6		
	<b>Item Total</b>		55.00
	<b>Shipping</b>		0.00
	<b>Handling</b>		0.00
	<b>GST</b>		2.75
	<b>Transaction Grand Total</b>		57.75

GST# 12179 8201

QST# 12048 55478

# Air Canada Flight Pass

**From:** Air Canada <fpconfirmation@aircanada.ca>  
**Sent:** April 4, 2016 9:35 AM  
**To:**  
**Subject:** Air Canada - Electronic Ticket Itinerary/Receipt



## Flight Pass

Your flight pass purchase is confirmed.  
**Please print this receipt for your reference.**  
Thank you for choosing Air Canada and we look forward to welcoming you on board.

### Flight Pass Information

**Flight Pass Reference:**

Product Name: **Westen Canada Flex 10 credits - 10 credits**  
Product ID:  
Start Date: **Apr 04, 2016**  
Expiry Date: **Apr 04, 2017**  
Exchange one credit per direction on the following [routes](#).

#### Online services

- [Manage my flight pass](#)  
(Book, View, Change and Cancel flights).

#### Customer Care

Questions about your  
booking or Air Canada  
online services?  
1-888-247-2262

### Contact Information

Flight Pass Owner: **RICHARD MASSON**  
Email address:  
Aeroplan Number:  
Phone Number:  
Payment Card Number:

### Fare Quotes Details

#### Fare Summary

<b>Westen Canada Flex 10 credits - 10 credits</b>	<b>Total Charge</b>
<b>Taxes</b>	<b>\$3,250.00</b>
Canada Goods and Services Tax (GST/HST #100092287 RT0001)	162.50

<b>Total taxes</b>	<b>\$162.50</b>
<b>Grand Total - Canadian Dollars</b>	<b>\$3,412.50</b>

## Applicable Rules

All flight credits must be used and travel must be completed by **Apr 04, 2017**.

### Eligibility:

- The purchasing Aeroplan member must be a Canadian resident with a valid address in Canada, and must have a valid Aeroplan membership and password at time of purchase AND during the validity period of the Flight Pass. For new enrolments, the activation of the Aeroplan membership may take up to 72 hours.
- Travel agencies, wholesalers, consolidators, and other persons or entities engaged in the selling or distribution of air transportation or packages comprising air transportation are not eligible for the pass. Air Canada reserves the right at any time to determine and re-examine the eligibility of the purchasing Aeroplan member, as well as the right to cancel, modify or otherwise amend their eligibility requirements.
- Air Canada reserves the right, at any time, to verify the status of the purchasing Aeroplan member, including requiring additional information that does not meet the pass' terms and conditions (including for abuse of privileges, or misrepresentation of any information provided to Air Canada).
- The Flight Pass is non-transferable and can only be used by the purchasing Aeroplan member.
- This Flight Pass is non-refundable.

### Validity Period

- This Flight Pass is valid for 12 consecutive months from date of purchase. Travel must be booked and completed within the validity period. All unused flight credits remaining beyond the Flight Pass expiration date will be forfeited. No extensions will be permitted. It will expire at 11:59 pm (GMT) on the one-year anniversary of its purchase date. Please make the necessary adjustments for your local time zone.
- 1 month prior to pass expiration date, Flight Pass may be extended for 3 months for a \$250 CAD fee, plus taxes. This fee is subject to change. Extension fee will be assessed at time of Flight Pass extension. Extension fee is subject to change at any time without notice.
- A Flight Pass extension can be processed one time per pass and must be completed prior to pass expiration. All unused flight credits remaining beyond Flight Pass expiration date, or extended expiration date, will be forfeited.

### Booking Flight Credits

To view available flights and eligible itineraries prior to purchase, click on the **PREVIEW FLIGHT AVAILABILITY** button above.

- 1 flight credit is required per direction including connections.
- Flight credits are non-transferable and can only be used by the purchaser.
- Flight credit bookings are subject to availability for the Flex fare option (M booking class).

- Bookings are permitted up to 1 hour prior to departure for flights to the USA and within Canada, and 2 hours for all other international destinations.
- Flight credits may be available for booking only 24 hours after purchase once purchase procedures have been finalized.
- Flight credits can be used only for flights operated by Air Canada, Air Canada rouge and participating Air Canada Express carriers. Codeshare flights are not permitted. You'll want to learn more about Air Canada rouge's in-flight services, amenities, baggage allowance and fees, as these may differ from those of Air Canada.
- Flights and routes may be seasonal and are subject to change without notice at any time; flights and routes might also operate on a limited frequency.
- The booking and travel are subject to all applicable rules, policies, terms and conditions of carriage and tariffs. For instance, the offering of special services (e.g. unaccompanied minors, customers with special needs, travelling with an infant / child, travelling with a pet) is subject to conditions and restrictions; visit Information and Services for more information. Flight Pass travel is subject to Air Canada's checked baggage policies.

### **Changes and Cancellations**

- Flight credit booking changes are subject to availability. A \$50 CAD fee per direction, plus taxes, applies to booking changes and cancellations.
- Same-day changes done either at the airport with an agent or at a self-service kiosk are subject to availability. A \$75 CAD fee per direction, plus taxes, applies.
- Flight credit bookings must be cancelled at least 1 hour prior to scheduled departure time or flight credits will be forfeited.
- Only changes to flight departure time can be processed at the airport. Any changes to flight routing must be completed online or in exceptional circumstances by Air Canada Reservations.
- No refund, in whole or in part, will be issued for any Flight Pass.

### **Upgrades**

Upgrades using Air Canada eUpgrade Credits are permitted, as per the terms and conditions of the eUpgrades program. Learn more at [aircanada.com/eUpgrades](http://aircanada.com/eUpgrades).

### **Altitude Qualifying Miles**

Traveller will earn 100% Aeroplan Miles (Altitude Qualifying Miles) for distance flown on flights operated by Air Canada, Air Canada rouge and participating Air Canada Express carriers when using flight credits. Altitude Qualifying Miles qualify for Air Canada Altitude status.

**These terms and conditions may change at any time without notice and other conditions may apply.**

Ref: CONFP

This service email was sent to you because you are an Air Canada customer and your Aeroplan profile contains an email address. This service email is not a promotional email and provides important flight information that must be communicated to you regarding your Air Canada Flight Pass. Your privacy is important to us. To learn how Air Canada collects, uses, and protects the personal information you provide, please view our Privacy Policy. Please do not reply to this email, as this inbox is not monitored. If you have any questions, please visit [aircanada.com](http://aircanada.com). Air Canada, PO Box 64239, RPO Thorncliffe, Calgary Alberta, T2K 6J7. Aeroplan is a registered trademark of Air Canada Inc.

\*\*\*\*\* Ce courriel vous a été envoyé parce que vous êtes un client Air Canada et que votre profil Aeroplan contient une adresse courriel. Ce courriel de service n'est pas un courriel promotionnel et fournit d'importants renseignements sur votre vol et sur votre Passe de vols Air Canada. Votre vie privée est importante pour nous. Pour savoir comment Air Canada collecte, utilise et protège les informations privées que vous nous transmettez, veuillez consulter la politique d'Air Canada sur la protection des renseignements personnels. Veuillez ne pas répondre à ce courriel, car cette boîte de réception n'est pas surveillée. Si vous avez des questions, veuillez visiter [aircanada.com](http://aircanada.com). Air Canada, PO Box 64239, RPO Thorncliffe, Calgary Alberta, T2K 6J7. MDA Aeroplan est une marque déposée d'Air Canada Inc.

April 7 - Trip to Edmonton -  
Edmonton Impark Fee

**RECEIPT**  
**IMPARK LOT 237**  
NO IN AND OUT PRIVILEGES

Expiration Date/Time

**06:00 AM**  
**APR 08, 2016**

Purchase Date/Time: 09:42am Apr 07, 2016

Total Parking: \$33.33

Total gst: \$1.67

Total Due: \$35.00

Total Paid: \$35.00

Ticket #: 00010202

S/N #: 500012451113

Setting: Lot 237

Mach Name: Meter 1

Rate: \$35 - All Day  
Payment Type: Card

Auth #: 114238

GST #887315638RT0001  
IMPARK LOT 237

ING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

April 7- Trip to Edmonton

Gas Refill for Rental Car

7-ELEVEN  
AIRPORT & N SERVICES  
EDMONTON AB T5J 2T2  
7808903209

2016-04-07 17:51:26

STORE #: 33343  
TERM ID: 33343SEC  
MERCH #: 40082555704  
INVOICE NO: 009664  
TRANS #: 076213  
GST #: R104855408

PUMP 9  
REGULAR  
7.21L AT \$0.789

SALE \$ 5.69

GST INCLUDED \$ 0.27

TOTAL \$ 5.69

INVOICE # 009664  
AUTH# 195031

A0000000041010  
0000000000  
E800

PRE-AUTH COMPLETION

REF:084001001378  
ACI/ISO 001/00  
APPROVED 195031

THANK YOU

# April 7 - Trip to Edmonton

## Car Rental - Avis

CAR# 3 2 6 2 8 3 5 2 Car Group A	Rate 2AI /A 0 DY 9 HR	
GRY HYUN ACCS 4DR AB J36544	0 MI @ .00 =	
	9 HR @ 17.26 =	
	0 DY @ 23.00 =	
MASSON, RICHARD ROY	0 WK @ 161.00 =	
	0 MO @ 690.00 =	
	MIN 1DY/2A/A 82FM =	23.00
	TIME & MILEAGE =	23.00
	\$ 4.00/DY CUS FAC CHG + =	4.00
Out EDMONTON INTL APO 07APR16/0831	\$ .98/DY ERF + =	.98
In EDMONTON INTL APO 07APR16/1758	VEH LIC FEE + =	1.25
Miles-Out 33309 Miles-In 33391	**15.61% FEE + =	4.06
Miles Driven 82 Fuel In 8/8	FTP SUR \$ 0.75DY/\$ 5.25MX=	0.75
	Subtotal =	34.04
	PST/TVP .000% + =	0.00
	GST/TPS 5.00 % + =	1.66
	Total Charges =	35.70
	AMOUNT DUE CV CAD =	35.70
	\$ 4.00/DY CUS FAC CHG	
	ENERGY RECOVERY FEE	
	VEH LIC FEE	
	**CONCESSION RECOVERY FEE	

The amount that appears in "Amount Due" has been billed to your  
All charges are subject to audit and change if any errors are found.  
For local inquiries call 780-890-7596. Thank you for renting from **Avis.**

April 7 - Edmonton Trip

YYC Airport Parking Fee

**RECEIPT**  
**GST NO. R122556194**

EXIT No. A5  
IN: 04/07/16 06:06  
OUT: 04/07/16 19:39  
DURATION: 0 13: 33  
PAID: \$ 29.35  
(GST INCLUDED)

REF. 90  
THANK YOU FOR  
YOUR VISIT



## Canadian Crude Oil Conference

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Secure payments by

### Payment Receipt

**Transaction time**

13-Apr-2016 17:03:47 GMT-04:00

**Receipt ID****Total**

\$997.50 CAD

We'll send a confirmation email to  
\*CANADIANCRU.

This transaction will appear on your statement as PayPal

**Paid to**

Canadian Crude Oil Conference  
registration@ccoonline.com

**Shipped to**

### Your shopping cart

Description	Price	Quantity	Amount
Canadian Crude Oil Conference	\$997.50	1	\$997.50
		<b>Item total</b>	<b>\$997.50</b>
		Tax	\$0.00
		<b>Total</b>	<b>\$997.50 CAD</b>

April 14 - Trip to Edmonton

Taxi from YEG Airport to Office

AIRPORT TAXI SERVICE  
4608 101 ST.  
(7808907070)  
EDMONTON AB

CARD  
CARD TYPE  
DATE 2016/04/14  
TIME 2942 09:53:38  
RECEIPT NUMBER  
C85029590-001-033-028-0

-----  
PURCHASE  
AMOUNT \$55.00  
TIP \$5.00  
TOTAL

\$60.00  
-----

A0000000041010  
E5546D47772EA492  
0000008000-E800  
24FE173E454AA16B

APPROVED

AUTH# 115339 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST#854829090

April 14 - Trip to Edmonton

Taxi from Office to YEG Airport

Co-op Taxi Line  
(780)425-2525  
www.co-optaxi.com

-----  
Terminal 396/66234699  
Driver 4578  
16/04/14 18:13:48

A0000000041010  
0000008000  
Ref # 0010019480 C  
Auth # 201350

-----  
PURCHASE  
FARE : \$ 56.80  
TIP : \$ 5.00  
-----  
TOTAL : \$ 61.80

APPROVED - THANK YOU  
(01-027)

IMPORTANT: Retain this  
copy for your records

Customer Copy

Thank you for choosing  
Co-op taxi

April 14 - Trip to Edmonton

YYC Airport Parking Fee

**RECEIPT**  
**GST NO. R122556194**

EXIT No. A1  
IN: 04/14/16 07:06  
OUT: 04/14/16 20:38  
DURATION: 0 13: 32  
PAID: \$ 29.35  
(GST INCLUDED)

REF. 56  
THANK YOU FOR  
YOUR VISIT

