Topouro	Corporate Business Expense Claim						
		Attendance at Conference/ Seminars/ Training, and					
Accounting Services Division		2,					
Corporate Accounts Payable	business Travei	usiness Travel					
Conference	- T	Seminar	nining	Business	Traval		
	uld be submitte	d within 10 business days of					
		d "Request for Authorization					
Foreign Currency Exchange Rate		a Request for Futtion Eatt	m roim and a		e Number**		
Exchange Rate applied to convert			!e!!t!_\		P1 FAP13/19		
Vendor Name**			if applicable)	Vanda	n Nambonii		
1 000000 2 10000000							
Division**	Work Address** Postal Code** Invoice Date** (m/d/y)				Manager		
1							
Economic Development and Culture Toronto City Hall, 9th Floor East Tower M511 2N2 30/05/2019 05/30 Name of Conference / Seminar / Training / Business Travel** Payment Amount**							
Canadian Arts Summit 2019	rading / Dush	iess Itavei		rayiid	air Minount	\$254.22	
Start Date** (m/d/yyyy)		En	d Date** (m/d/yy	nui)		4574.55	
Thursday April 11, 2019			urday April 13, 20				
W. C. (Samer and Market States of			1				
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Description	Account	Internal Order	Area	Amount	**	Taxes	
	**	**	**	**		**	
			un managaritation and	f and			
Registration Fees	4256	AH0036	1560200000/156 0300000	769,9	5	769.95	
Travel	4215		1560200000/156				
☑ Air□ Tra□ Bus	4253	AH0036	0300000	378.2	59,36	437.60	
Use of Personal Vehicle	N/A						
<u>x</u>		N/A	N/A	N/A	N/A	N/A	
Accommodation	4252	Paid for by					
		Business Arts (B/A)	N/A	N/A	N/A	N/A	
Ground Transportation	1.		1560200000/156			6/25	
ie: taxis and car rental	4254	AH0036	0300000	61.25	7 Lin78	7.75	
Ground Transportation	4255	Al10036 see attached breakdowi	1560200000/156		N/A		
ie: taxis and car rental	Montreal		0300000	l:		37.97	
Foreign Transactions- NO TAX	Quebec)			37.97	97		
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		AH0036	0300000	155.00	N/A	155,00	
Other (Please specify)	N/A				, , , , ,	13.5	
Other (Flease specify)		N/A	N/A				
Training	4310	N/A	N/A				
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Less: Advances & Prepayments:	THE STATE OF THE S	Na gendelik					
*Mandatory if applicable	SAP Documen	if Number / 12-19477	12-19300, 12-1	9470		\$1,461.77	
	AND THE RESERVE OF THE PERSON	tion Number:	12 110-11-1	11111		1	
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a service of a repulsion randu		TOTAL PAYABL	E TO INDIVIDU		1,407.37	\$254.22	
		TOTALIA INT	S AV MADETHA			455.15	
Employee Name: Patrick Tobin		Authorized 1	by:	Mike Williams			
• •	um Camilant		•	Conord Mosses 5	ThC		
Title: Director, Arts & Culti	ne dervices	Title:		General Manager, E	IV.		

**This form may not be altered in any manner. <u>All</u> mandatory fields must be completed and filled <u>in electronically</u>. Incomplete forms will be returned to the originator for corrections prior to being processed for payment. <u>Hand written forms will not be accepted</u> and will be returned to the division.

Date:

Telephone:

Signature:

May 30 -

Date:

Telephone:

Signature:

Important note: Employees seeking reimbursement and program administration staff are responsible for blacking out or severing the full credit card numbers and/or non-business phone numbers that may appear on original receipts before sending to Accounts Payable for processing.

ASF.0030.02 May 2011 Updated: April 2015



REPORT ON CONFERENCE

Employee Name:	Pat Tobin			
Division: Economic Development & Culture				
Date Submitted:	May 30, 2019			
Name of Conferen	ce: Canadian Arts Summit 2019			
Location:	Montreal, Quebec, Canada			
Date(s) Attended:	<u>April 11-April 13, 2019</u>			
Personal Development:				
Attending the Canadian A development. I was able	Arts Summit exposed me to leading thinkers and concepts in Canada on cultural e to learn about concepts that can be adapted and applied in Toronto's context.			
Networking:				
peers from all across Can	dian Arts Summit provided great opportunity to learn and network with municipal cultural nada on issues relating to municipal cultural policy, space and grants. It also provided the deepen my network among arts leaders, especially public funders.			
City Benefits (including	financial benefits):			
- Increased collaboration : - Increased coherence in	Arts Summit benefitted the City of Toronto in the following ways: among municipal arts leaders cities' cultural policy research agendas ds in broad cultural policy discussions frequently dominated by the federal government			
Employee's sign	ature: Date:			
Approved by (ple	ease print): Mike Williams Division Head or Designate			
Sig	mature: Date: MAY 3 1 2019 Date:			

Note: Please complete this form within 10 days after attending the conference.

RECEIVED

MAY 3 1 7019



Request for Authorization

Attendance at Conferences/Seminars, Training and Business Travel

This form should be completed and the necessary approvals obtained at least 10 business days in advance of undertaking any training, business travel, and/or attending any conference/seminar.

The \$3,500 limit does not apply to training. Please refer to the completion guidelines of this form and all related policies.

Conference	Seminar 🗆	Training 🗆	Business Travel	
Name:	Pat Tobin			
Division: Economic Development and Culture				
Work Address:	City Hall, 100 Queen St West	, 9th Floor, East Tower		
Name of Conference	/Seminar/Training:		Canadian Arts Summit 2019	
Within GTA	□ Outside GTA	& within Ontario	Outside On	tario/Canada 🗆
Destination:	Montreal, Quebec, Canada			
Start Date:	Thursday, April 11, 2019	End D	0.4 1.79.000	April 13, 2019
Are breakfast, lunch and/or dinner meals provided by the Sponsor? Please specify: (Meals will be deducted from per Diem as stated				
in Business Exp Policy,	State Action and			
ivieais provided for will	l be deducted accordingly.			
Purpose: Use space	provided below for full descrip	otion		
			n municipal cultural peers from acros	
1 .	s summit will be held in Montrea		ig includes keynote sessions, peer-to	-peer presentations, and
ES	TIMATED COSTS: (The es	timated costs should inclu	ide HST and all other applicable tax	res)
*Use Exchange rate(s):	l unit local currency =	\$1 USD CAD \$1.	.32	
	l unit local currency =		Foreign Currency*	Canadian\$ (incl.tax)
. Dogistation Face	1 unit local currency = (Conference/Seminar/Traini	ng)		<u> </u>
Registration rees.	(Comercines Seminar Traini	ng)		67(0.05
. Accommodation:	(Standard Single Room)	<u> </u>		\$769.95
Number of Days:	Accompanies and Accompanies of	/day incl. tax	ces	\$457.51
· Travel Method:	γε ψ220.75	7003 111011 1011		
Air		Bus □		
Personal Vehicle:		CAD/km		\$415.00
Home/Hotel ↔	tion: (including car rental, to/ Airport &	Airport ↔ Hotel/I	Home	\$100.00
TO THE STREET AND ADDRESS OF THE PARTY OF TH	(See Business Expense Policy			*****
Number of Days:	X	CAD/USD		\$155.00 \$1,897.46
- Other Business Med	eting expenses outside of Con	Sub-Total Estima		ها۱٫۵۶/۰۹۱
- Other Business Med	sting expenses outside of con	roronco costa, produc ap	, sony.	
		TOTAL ESTIMATI	ED COST:	\$1,897.46
0 10 1	ANTOCINE			
	e/ WBS Element to be charged Functional Area to be charged		300000	
	tify that all estimated costs relati		Constitution of the Consti	
Signature of Emp	loyee:	(ei	gnature)	(Nate) 29-Mar-19
I have confirmed that	at approved funds are available for		gnuare	(mint)
Approval for Propo	A MATERIAL PROPERTY OF THE PRO		econopos primera transposa estra consestibile del Salvir e Salvir (Consestibilità del Salvir Salvir)	
Division Head or	Mike Williams (print name)	1	(signature)	29-Mar-19 (date)
Deputy City Manager: Giuliana Carbone (print name) (signature) (date)				(date)
City Manager/Mayor: Chris Murray (signature) (date)				
Committee & Report No. (if applicable)				
Updated: March 2016			(d	late)
opuateu. Marcii 2010				

CAS22: Culture Shifts | Transformations culturelles

Delegate Registration \$769.95

Montreal, Montreal QC, Canada

Thursday, 11 April 2019 at 1:00 PM - Saturday, 13 April 2019 at 11:00 PM (EDT)

PayPal Completed

Order Information

Order #924814047. Ordered by Patrick Tobin on 29 March Patrick Tobin 2019 1:40 PM



9248140471161601505001

Your registration for the 27nd Avenue Canadian Arts Sentent has been recorded. Flow to amad your hood along to permit Observed or bodies Arts Sentent for the color delegate developed.

PLEASE NOTE: ALM

ACCOMMONATIONS

General are occurrenced to back their leased stay as some as possible.

We are pleased to offer all Survivis attendency the fellowing bated option at a Please statistication and are any annual art of any annual produced but the

Character are responsible for backing their own is seed and any associated roots. Over 15 are assuminged to beach their trayshorts represents as seen as proceeds and in plant for inclusives an associate. We are pleased to affer own quests a 10% discount as base force when you'll need for which he Canada.

We state, Proceedings and VAR EQU.

As Canada Viol airconnide 2011 and Injust the following presso ends: RV(2VPEA)

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Parter Van Ryparier zum fen-caffprorreenderCAS 18 10 book yner Right. II booking with a travel pport, please was the page CAS 18

VAR RAB Main viere E sof on and owns the Indicating modes 1903 19% will the best are shallo fore in Economy, Economy Plus, Business, Business Plus, Glosper class.

rilan an thio y ant's Summer, plants what when hyperestandaris ang/q pr

We lack forward to coving you to April

Mass extent blem requivours dentante d'invertetion ou 22 Sements ; encolon des arts. Heurs sous prises de bors soire sont une phote d'édertité par exercisé à l'adresse autreste parveit d'insuressissiments, org, evant morssed le 27 mars.

YTURLEZ MOTER que les les sebresiption po autoprocesont pas les freis d'héborgement et du déplacement.

Hans summer ranks d'eitrir den tanft de groupe pe klörentieks tet partit ipants de Kensenet ut de pe Hådel Zörn I. invalvessenderte amplicanedien-erts-summel parturad-hetsiels

Déplocament
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programment lous recrege les placable et à prévent les tet ands pour desse d'intempéries. Hot en servent sevris de pourvoir est de pour desse d'intempéries. Hot en servent sevris de pourvoir est de pour desse d'un sabelle de 16% aux les terris de base "des pourpagnies néronnes dis Canada, Westlet, Parter, et VAR Rad.

Air Connés Consult et le sit a airconnés com et entres le code de pramation suivent : RRTYFEAL

Wordster Control for the westyrt <u>zorn/sonventions</u> at entros le embe de promocien survent; \$100;716 Il vano réservez esteu pal avec un operit de veryage Wortlet, coulles occus at liber en emb a applie

VIA Ras. Commodit is fo site stared, and fo? et entroy fo code de promotive neatrant, 13903 1005 de réducțium tur lo modituse Lord dispondible on Aldana Commonar, É proteche Plus, Alfanros șt Aftyarus Plus

et avez la mandra questina au sujet de la curdòrpuna, n'hâvit ez pas à anezactet à l'adrocce suburit e aurmes flèvalnessie

Do you organize events?

Start selling in minutes with Eventbrite! www.eventbrite.ca

CAS22: Culture Shifts | Transformations culturelles

Business / Arts Thursday, 11 April 2019 at 1:00 PM - Saturday, 13 April 2019 at 11:00 PM (EDT) Montreal, QC



IICKET TYPE	PRICE	FEE	QUANTITY	BUETOTAL
elegate Registration	\$750.00	\$19.95	1	\$769.05
			Order total:	\$769.95

Important Registration Information

Please complete registration within 30 00 minutes.

After 30 00 minutes, the reservation we're holding will be released to others.

Your registration for The 22nd Annual Canadian Arts Summit includes:

Thursday, April 11, 2019 - Peer sessions (for Summit members). Orientation (for Leadership Fellows), Opening reception and networking (for all delegates) Friday, April 12, 2019 - Day one of the Summit: lunch, dinner, coffeetres and refreshments throughout the day.
Saturday, April 13, 2019 - Day two of the Summit: lunch, dinner, collegies and refreshments throughout the day. All social events and entertainment during the Summit

PLEASE NOTE: Accommodations and travel are NOT included in the registration fee.

Ticket Buyer

Have you used Eventbrite before? Sign In To Your Account First Name * Patrick

Last Name * Tobin

Confirm Email Address:

Email Address 1

Ticket 1 - Delegate Registration

Prefix (Mr. Mrs. atc.) (choose one) 🔻

When & Where

Montreal

Montreal, QC Conada

Thursday, 11 April 2019 of 1 00 PM -Saturday, 13 April 2019 at 11 00 PM (EDT)

Add to my colendar

Organizer

Business / Ails is a national charitable organization that aims to strongthen arts and culture in Canada by gotting more businesses involved as partners in art, not just loday, but for generations to come

Contact the Organizer

View organizer profile

8 past events on Eventbrille

ZERO | 1

Your Reservation

Confirmation Number: Patrick Tobin #444811823

Dates Of Stay: And 11, 2019 - And 13, 2019

Apr 11, 2019 - Apr 13, 2019	
→ POP ONE QUEEN BED - 1 room	\$ 384.46
2 nights A 1 adult	
Subtotal	\$384.46

Cancellation Policy:

Tax

Total

Must cancel 24H prior to local check-in time to avoid one night room and taxes charge. See <u>Terms & Conditions</u>

Guest Information

Patrick Tobin



Payment Method

Upgrade Your Room



☐ LIVING

+ \$ 107.77 per night

Live the good life in this upscale suite. Perfect for families and friends, these apartment-style $\,$ units feature two bedrooms, a separate lounge area, dining nook, wet bar, two flat-screen TVs, city views and everything you need for a magical stay in Montréal.

A 4 People



\$ 73.05

\$ 457.51



Montreal

11 Apr 2019 - 13 Apr 2019 | Itinerary # 7423068486831

Important Information

- We combined two one-way tickets to get you the best deal on this flight. If you need to make changes or cancel, you'll need to do it twice-once for each one-way ticket.
- Remember to bring your itinerary and government-issued photo tD for airport check-in
- We noticed you did not choose travel protection coverage when booking this flight, if you change your mind, you can purchase insurance prior to travel and receive your Insurance certificate via email.

Total Price

Toronto C\$239,70 to

Montreal

Montreal C\$197.90 to

Toronto

Total Price C\$437.60

All prices include taxes & fees and are quoted in Canadian dollars. Your two one-way fares may be processed through multiple transactions.

Toronto (YTZ) → Montreal (YUL) 11 Apr 2019 - 11 Apr 2019 , 1 one way ticket

CONFIRMED **Porter Airlines**

RYLFXD

Expedia.ca Booking ID L5X3XD

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveller Information

Pat Tobin Adult

Air Canada Aeroplan

Ticket # 4513124230626

* Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the airline.

11 Apr 2019 - Departure Nonstop

Total travel time: 1 h 10 m

Toronto porter YTZ 11:30a Montreal YUL 12:40p 1 h 10 m

Porter Airlines 467

Economy (P) | STANDARD | Confirm seats with the airline*

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a cancel or change fee. When the airline charges such fees in accordance with its own policies, the cost will be passed on to you.
- Tickets are non-refundable and non-transferable, itinerary changes are permitted, fee may apply. A change fee of C\$100.00 per ticket is charged by the airline for all itinerary changes.

Price Summary

Traveller 1: Adult

C\$239,70

Flight

C\$184.00

Taxes & Fees

C\$55.70 Total: C\$239.70

All prices quoted in Canadian dollars.

Additional Flight Services

- The airline may charge additional fees for checked baggage or other optional services.
- Additional fees for your flight to Montreal

- Please read the complete penalty rules for changes and cancellations applicable to this fare.
- Please read important information regarding airline liability limitations.
- For residents of Québec, prices include a contribution to the indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

Montreal (YUL) → Toronto (YTZ)
13 Apr 2019 - 13 Apr 2019 , 1 one way ticket

CONFIRMED

Air Canada SV34PA Expedia.ca Booking ID 1634WM

Your reservation is booked and confirmed. There is no need to call us to reconfirm this reservation.

Traveller Information

Pat Tobin Adult

Air Canada Aeropian

Ticket # 0143124230627

 Seat assignments, special meals, frequent flyer point awards and special assistance requests should be confirmed directly with the sirline.

13 Apr 2019 - Departure Nonstop

Total travel time: 1 h 10 m

Montreal

Toronto

1 h 10 m

+ -- YUL 2:30p

YTZ 3:40p

Air Canada 7967 Operated by SUBSIDIARY/FRANCHISE Economy (T) | Confirm seats with the airline*

Airline Rules & Regulations

- We understand that sometimes plans change. We do not charge a
 cancel or change fee. When the airline charges such fees in
 accordance with its own policies, the cost will be passed on to you.
- Tickets are non-refundable and non-transferable. Itinerary changes are permitted, fee may apply. A change fee of C\$100.00 per ticket is charged by the airline for all itinerary changes.
- Please read the complete penalty rules for changes and cancellations applicable to this fare.
- Please read important information regarding airline liability limitations.
- For residents of Québec, prices include a contribution to the Indemnity Fund of C\$1.00 per C\$1,000 of travel services purchased.

Price Summary

Traveller 1: Adult

C\$197.90

Flight

C\$135.00

Taxes & Fees

C\$62,90

Total: C\$197.90

All prices quoted in Canadian dollars.

Additional Flight Services

- The airline may charge additional fees for checked baggage or other optional services.
 - Additional fees for your flight to Toronto

Need help with your reservation?

- Visit our Customer Support page.
- Call us at 1-866-307-7601.
- For faster service, mention itinerary #7423068486831

Travel Industry Council of Ontario

In accordance with the *Ontario Travel Industry Act, 2002*, this page contains detailed information on the names, addresses and registration numbers applicable to the providers of travel and ticket fulfillment services.

Ticket fulfitiment services provided by Tour East Holidays (Canada) Inc., 15 Kern Road, Suite 9, Toronto, Ontario M3B 1S9. TICO Registration No.: 50015827



Receipt for Montreal

11 Apr 2019 - 13 Apr 2019

llinerary # 7423068486831

Booked Items

Flight: Toronto (YTZ) to Montreal (YUL)

Depart: 11/04/2019 ,1 one way ticket

Flight: Montreal (YUL) to Toronto (YTZ)

Depart: 13/04/2019 ,1 one way ticket

Traveller Information

Pat Tobin - Adult

Ticket # 4513124230626

Cost Summary

Booked Date: 29 Mar 2019

Traveller 1: Adult

C\$437.60

YTZ to YUL

Flight Taxes & Fees

C\$184,00 C\$55.70

YUL to YTZ

Flight

C\$135,00

Taxes & Fees

C\$62.90

Total: C\$437.60

Paid: C\$437.60

All prices quoted in Canadian dollars.

Pat Tobin

Travel to Montreal, Quebec for Canadian Arts Summit

April 11-April 13, 2019

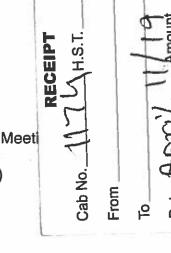
Ground Transportation Breakdown

\$14.00 City Hall to Toronto Island Airport \$24.00 (Montreal Airport to Hotel) \$47.25 \$13.97

Canadian Arts Summit Conference to Client Meet

(Canadian Arts Summit Conference to Hotel)

TOTAL \$99.22



Signature





P30252 V5254 ==TRANSACTION RECORD== =RELEVE DE TRANSACTION= P0S30006320 RETLR18769001 TAXI DONALD EMILE 4660 RUE SAINTE-CATHERINE , QC LAVAL CARD/ NO. * AID: A00000000031010 APPL: VISA CREDIT SEQ.: 095 | BATCH/LOT: 002 REFERENCE NB : 001093 2019/04/12 20:04:03 CA1 PURCHASE/ACHAT TIP/POURBOIRE TOTAL AUTHOR./AUTOR.: 02117I 00 APPROVED - THANK YOU Keep this copy for your records. COPY: CARDHOLDER *****^{*}******************

\$12.15

\$1.82

\$13.97

DUPLICATE

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

Site Search

to degree salestation of

