



Accounting Services Division  
Corporate Accounts Payable

## Corporate Business Expense Claim

### Attendance at Conference/ Seminars/ Training, and Business Travel

Conference  Seminar  Training  Business Travel

This form should be submitted within 10 business days of return from the conference/seminar.  
Attach original approved "Request for Authorization Form" and all original receipts.

|   |  |   |   |
|---|--|---|---|
| Foreign Currency Exchange Rate**<br>Exchange Rate applied to convert from local currency to CAD = USD             |  | 1.33 (or as charged)<br>(if applicable) | Invoice Number**<br>EXP/my07-my10/19      |
| Vendor Name**<br>Magali Simard  |  | Vendor Number**<br>1019363              | Invoice Date** (m/d/yyyy)<br>May 10, 2018 |
| Division**<br>Economic Development & Culture  | Work Address**<br>100 Queen St West          | Postal Code**<br>M5H 2N2                | Payment Amount**<br>\$155.61              |
| Name and Location of Conference / Seminar / Training / Business Travel**<br>Mayor's Film LA Business Mission 2019 |  |   |   |
| Start Date** (m/d/yyyy)<br>Tuesday May 7, 2019  | End Date** (m/d/yyyy)<br>Friday May 10, 2019 |   |   |

| Description   | GL Account ** | Cost Centre/ WBS Element/ Internal Order ** | Functional Area ** | Net Amount **            | HST ** | Total Including Taxes ** |
|---|---------------|---|--------------------|--------------------------|--------|--------------------------|
| Registration Fees   | N/A           | ED0171                                      | 1550100000         | N/A                      | N/A    | N/A                      |
| Travel<br><input checked="" type="checkbox"/> Air <input type="checkbox"/> Train <input type="checkbox"/> Bus         | 4215          |   |                    |                          |        |                          |
| Baggage Fees / Insurance  |               | ED0171                                      | 1550100000         | 1,368.49                 | 61.11  | 1,429.60                 |
| Use of Personal Vehicle<br>Kms X <input checked="" type="checkbox"/> \$0.52/km or <input type="checkbox"/> \$0.54/km  | N/A           | N/A   | N/A                | N/A                      | N/A    | N/A                      |
| Accommodation<br>4 days @ \$404.93 USD/day  | 4210          | ED0171                                      | 1550100000         | 1,629.72<br>USD 1,828.37 |        | 2,238.45<br>2,526.63     |
| Ground Transportation (to and from Airport) ON<br>ie: taxis and car rental TORONTO                                    | 4220          | ED0171                                      | 1550100000         | 57.38                    | \$7.17 | 64.55                    |
| Ground Transportation (to and from Airport)<br>ie: taxis and car rental DESTINATION<br>*Foreign Transactions- NO TAX* | 4220          | ED0171                                      | 1550100000         | USD 125.04               |        | 172.81                   |
| Ground Transportation (DESTINATION-LOCAL)<br>ie: taxis, bus, subway & car rental<br>*Foreign Transactions- NO TAX*    | 4230          | ED0171                                      | 1550100000         | USD 15.50                |        | 21.42                    |
| Per Diem (See Bus. Expense Policy)<br>4 days @ \$65.00 USD/ day Less Any Meals  | 4230          | ED0171                                      | 1550100000         | USD 160.85               | N/A    | 229.61<br>5213.93        |
| Other (Please specify)<br>Business Meetings, parking for staff  | 4230          | ED0171                                      | 1550100000         | USD 1,060.30             |        | 700.84<br>5,150.13       |
| Training  | N/A           | ED0171                                      | 1550100000         | N/A                      | N/A    | N/A                      |

TOTAL EXPENSES \$5,888.07

| Less: Advances & Prepayments:<br>*Mandatory if applicable | GL Account ** | Cost Centre/ WBS Element/ Internal Order ** | Functional Area ** | SAP Document Number                    | Net Amount ** | HST **     | Total Including Taxes ** |
|---|---------------|---|--------------------|--|---------------|------------|--------------------------|
| Registration Fees Reimbursement to City - Air Trans.      | N/A 4215      | ED0171                                      | 1550100000         | N/A                                    | 311.75 7400   |            | 74.00<br>311.75 N/A      |
| Air Travel  | 4215          | ED0171                                      | 1550100000         | 12-23061, 12-23507, 12-23504, 12-26529 | 1,368.49      | 61.11      | 1,429.60                 |
| Accommodation   | 4210          | ED0171                                      | 1550100000         | 12-26580                               | USD 1,828.37  |            | 2,238.45<br>2,526.63     |
| Grds Transportation (To & Fr. Airport) ON.                | 4220          | ED0171                                      | 1550100000         | 12-25737, 12-26750                     | 57.38         | \$7.17     | 64.55                    |
| Grds Transportation (To & Fr. Airport) Destination        | 4220          | ED0171                                      | 1550100000         | 12-23970, 12-26581                     | USD 125.04    |            | 172.81                   |
| Grds Transportation (local-des. taxi, bus, train, etc.)   | 4230          | ED0171                                      | 1550100000         | 12-26379                               | USD 15.50     |            | 21.42                    |
| Other (Please specify): Business Meetings                 | 4230          | ED0171                                      | 1550100000         | 12-26580, 12-29971, 12-26579, 12-26278 | USD 1,060.30  |            | 700.84<br>5,150.13       |
| Personal Meals  | 4230          | ED0171                                      | 1550100000         | Personal                               | 102.47        |            | 102.47                   |
| TOTAL ADVANCES & PREPAYMENT AMOUNT**                      |               |   |                    |  | \$4,701.68    | \$5,041.90 | \$5,674.14               |
| TOTAL PAYABLE TO INDIVIDUAL                               |               |   |                    |  |               | \$155.61   | \$213.93                 |

|  |                              |
|--|------------------------------|
| Employee Name: Magali Simard           | Authorized by: MIKE WILLIAMS |
| Title: Film Sector Development Officer | Title: GENERAL MANAGER, EDC  |
| Date: June 5, 2019                     | Date: JUN 19 2019            |
| Telephone: [Redacted]                  | Telephone: [Redacted]        |
| Signature: [Redacted]                  | Signature: [Redacted]        |

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



Accounting Services Division  
Corporate Accounts Payable

# 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

|  |  |  |   |
|--|--|--|---|
| <b>Name:</b>   | Magali Simard  |  |   |
| <b>Division:</b>   | Economic Development & Culture                         |  |   |
| <b>Work Address:</b>   | 100 Queen St West, 9th Floor, East Tower               |  |   |
| <b>Name of Conference/Seminar/Training:</b>  | Mayors Film Mission to Los Angeles, California, U.S.A. |  |   |
| Within GTA <input type="checkbox"/>  | Outside GTA & within Ontario <input type="checkbox"/>  | Outside Ontario/Canada <input checked="" type="checkbox"/> |   |
| <b>Destination:</b>  | Los Angeles, California, U.S.A.                        |  |   |
| <b>Start Date:</b>   | Tuesday April 9, 2019 <i>Tues-May 7/19</i>             | <b>End Date:</b>   | Friday April 12, 2019 <i>Sat. May 11/19</i> |
| <b>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)</b>   |  |  |   |
| None   |  |  |   |
| <b>Purpose: Use space provided below for full description</b>  |  |  |   |
| The main objectives of Mayor Tory's Mission will be: Secure production investment from major production entities already operating in Toronto and onboard new production entities on Toronto's offerings. Bring updates to the Los Angeles stakeholders regarding studio space expansions, workforce development initiatives, tax incentives stability and celebrate the success of the past year's extraordinary successes. This will mark the fourth Los Angeles Mission for the Mayor, FEI staff and industry sponsors, and is vital in keeping Toronto top of mind, accessible and a friendly jurisdiction for filming especially in a time when concern arise around studio space availability and workforce needs to respond to the increasingly voluminous market demand. The Mayor, staff and sponsors/participants will do one on one meetings with key producing studios and host a Toronto-branded event for all LA stakeholders to attend. |  |  |   |
| <b>ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes)</b>  |  |  |   |
| *Use Exchange rate(s):   | 1 unit local currency =                                | \$1.32 CAD   |   |
|  | 1 unit local currency =                                | \$1.00 USD   | <b>Foreign Currency*</b>                    |
|  | 1 unit local currency =                                | \$   | <b>Canadian\$ (incl. tax)</b>               |
| <b>Registration Fees: (Conference/Seminar/Training)</b>  |  | N/A  | N/A   |
| <b>Accommodation: (Standard Single Room)</b>   |  |  |   |
| Number of Days:  | 3 X \$356.50 /day incl. taxes                          | \$1069.50 USD  | \$1,411.74                                  |
| <b>Travel Method:</b>  |  |  |   |
| Air <input checked="" type="checkbox"/>  | Train <input type="checkbox"/>                         | Bus <input type="checkbox"/>                               |   |
| <b>Personal Vehicle:</b>   | km X \$0. CAD/km                                       | N/A  | \$723.50                                    |
| <b>Ground transportation: (including car rental, to/from airports) Specify estimates:</b>  |  |  |   |
|  | LAX / YYZ *to/from Home / Airport / Hotel              | \$300 USD  | \$396.00                                    |
| <b>Sundry Expenses: (See Business Expense Policy; Meals provided are deducted)</b>   |  |  |   |
| Number of Days:  | 4 X 65 USD   | \$227.50 USD   | \$300.30                                    |
| <b>Sub-Total Estimated Costs:</b>  |  | \$1597.00 USD  | \$2831.54                                   |
| <b>- Other Business Meeting expenses outside of Conference costs, please specify:</b>  |  |  |   |
| Business meeting expenses with external stakeholders and sponsors  |  | \$400.00 USD   | \$528                                       |
| <b>TOTAL ESTIMATED COST:</b>   |  | \$1997.00 USD  | \$3359.54                                   |
| <b>Cost Centre/ WBS Element to be charged:</b>   | EDO171   |  |   |
| <b>Functional Area to be charged:</b>  | 151030000  |  |   |

I certify that all estimated costs relating to this travel have been included in this form

Signature of Employee:

[Redacted Signature]

08-Feb-19

(signature)

(date)

I have confirmed that approved funds are available for this purpose:

Approval for Proposed Expense

FEB 12 2019

Division Head or Michael H. Williams  
(print name)

[Redacted Signature]

(signature)

(date)

Deputy City Manager: Giuliana Carbone  
(print name)

(signature)

(date)

City Manager/Mayor: Chris Murray  
(print name)

(signature)

(date)

Committee & Report No. (if applicable)

(date)

Updated: March 2016

RECEIVED

FEB 12 2019



Magali Simard [Redacted]

# Air Canada - MS MAGALI SIMARD - 07-May/YYZ-LAX (booking ref KX3A2V) - Itinerary-Receipt

1 message

Air Canada <confirmation@aircanada.ca>  
To: [Redacted]

Tue, Apr 23, 2019 at 1:39 PM

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

## AIR CANADA Itinerary-Receipt

Your booking is confirmed. Please print/retain this page for your financial records (for taxation, expense claim or credit 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 kiosk.



Booking Date: Apr 23, 2019 Passengers MS MAGALI SIMARD



Purchase a travel option Purchase a meal voucher.

### Booking Information

**Booking Reference**

KX3A2V

**Customer Care**

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

Air Canada  
1-888-335-4189\*

**Main Contact**  
MAGALI SIMARD  
[Redacted]

Flight Arrivals and Departures  
1-888-422-7533

### Online Services

- [Select Seats](#)
- [Manage My Booking](#) (change, cancel, upgrade).
- [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.

\*For use from phones in Canada, the continental USA, Hawaii and Alaska.

\* [Can my booking be changed online?](#)

### Advance Passenger Information

Your current flight itinerary includes travel to a country that requires additional passenger information.


Please note that if you are travelling to/from the U.S. and have already provided the required U.S. Transportation Security Administration (TSA)'s Security Flight Program passenger information on the Who is travelling page, you must also provide Advance Passenger Information (APIS) information prior to your departure.

We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

**ADVANCE PASSENGER INFORMATION**

**Flight Itinerary**

| Flight   | From  | To  | Stops | Duration | Aircraft | Fare Type  | Meals  |
|--|---|---|-------|----------|----------|------------|--|
|  AC785    | Toronto Pearson Intl. (YYZ), ON<br>Tue 07-May 2019<br>10:00 - 1 | Los Angeles Intl. (LAX), CA<br>Tue 07-May 2019<br>12:18 - 6 | 0     | 5hr18    | 321      | Standard Q |  S<br>F   |
|  AC782  | Los Angeles Intl. (LAX), CA<br>Sat 11-May 2019<br>07:15 - 1     | Montréal Trudeau (YUL), QC<br>Sat 11-May 2019<br>15:27      | 0     | 5hr12    | 320      | Standard S |  S<br>F |
|  AC8971 | Montréal Trudeau (YUL), QC<br>Sat 11-May 2019<br>16:55          | Ottawa Intl. (YOW), ON<br>Sat 11-May 2019<br>17:36          | 0     | 0hr41    | CRJ      | Standard S |  |

 F: Food for Purchase, All Air Canada Bistro purchases made on board Air Canada flights (excluding Jazz) are payable only with Visa, MasterCard and American Express credit cards.

Operated by <sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

1: MS MAGALI SIMARD : Adult, Ticket Number: 0142111817185

|                      |                    |                   |      |
|----------------------|--------------------|-------------------|------|
| Frequent Flyer Pgm : | ██████████         | Meal Preference : | None |
| Payment Card :       | XXXXXXXXXXXX██████ | Special Needs :   | None |
| Seat Selection :     | None               |                   |      |

**Purchase Summary**

Corporate Rewards Account

**Fare Summary**

|                             |                |
|-----------------------------|----------------|
| Passenger Type              | <b>Adult</b>   |
| Departing Flight - Standard | <b>699.00</b>  |
| Departing Flight - Standard | <b>426.00</b>  |
| <b>Sub Total</b>            | <b>1125.00</b> |

**Taxes, Fees and Charges**

|  |                  |
|--|------------------|
| Canada Airport Improvement Fee                             | 25.00            |
| Air Travellers Security Charge (ATSC)                      | 12.10            |
| Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) | 56.86            |
| Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)   | 3.25             |
| U.S Agriculture Fee  | 5.30             |
| U.S.A Immigration User Fee                                 | 9.38             |
| Customs User Fee   | 7.73             |
| U.S.A Transportation Tax                                   | 49.84            |
| September 11 Security Fee                                  | 7.50             |
| U.S Passenger Facility Charge                              | 6.03             |
| <b>Total airfare and taxes (per passenger)</b>             | <b>1307.99</b>   |
| Number Of Passengers                                       | <u>1</u>         |
| <b>Total</b>   | <b>1307.99</b>   |
| <b>Grand Total - Canadian Dollar (CAD)</b>                 | <b>\$1307.99</b> |

**Payment Information**

**MasterCard Credit/Debit Card xxxx-xxxx-xxxx-████** - Amount paid: **\$1307.99**  
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

- Air Canada: \$1307.99 (Air Transportation charges)

Ticket number 0142111817185

**Fare Rules**

**Departing Flight Toronto (YYZ) To Los Angeles (LAX) - Standard**

- **Changes:**
  - Prior to day of departure - The **Change fee** per direction, per passenger, is **\$25 CAD** for changes made outside 60 days of departure and **\$100 CAD** for changes made within 60 days of departure, plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
  - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of **\$150 CAD** per direction, per passenger.
  - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable and non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to

availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

- Customers who **no-show** their flight will forfeit the fare paid.
- Paid Advance Seat Selection is available on Air Canada flights and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.
- Read complete fare rules applicable to this fare.

#### Departing Flight Los Angeles (LAX) To Ottawa (YOW) - Standard

- **Changes:**
  - Prior to day of departure - The **Change fee** per direction, per passenger, is **\$25 CAD** for changes made outside 60 days of departure and **\$100 CAD** for changes made within 60 days of departure, plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
  - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD per direction, per passenger.
  - **Same-day standby** is available only to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable and non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- Paid Advance Seat Selection is available on Air Canada flights and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.
- Read complete fare rules applicable to this fare.

Please read important information and notices regarding Air Canada's general conditions of carriage.

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### Baggage Allowance and Fees

#### Carry-On Baggage Policy

Oversized carry-on bags are not permitted on our aircraft, and may cause flight delays for all passengers. Please ensure your carry-on bags are inside the maximum allowed size as indicated below; they are required to fit in the double-size verification device at check-in or boarding time.

Items which fall within the 2-piece carry on allowance include: One (1) carry-on bag or suitcase (wheels and handles included in the size) and one (1) personal article like a briefcase, laptop computer, diaper bag, camera case, cartons or other similar item. Learn more about [Carry-on Baggage restrictions](#).

Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted.



Magali Simard [REDACTED]

**Air Canada - Receipt - Seat Change Charge**

Air Canada <confirmation@aircanada.ca>  
To: [REDACTED]

Mon, May 6, 2019 at 8:45 AM

Thank you. The charges that apply to your seat change have been successfully collected.

Departure Date: 2019-05-07

Passenger: MAGALI SIMARD  
Departure City: TORONTO-T1 YYZ  
Destination City: LOS ANGEL-6 LAX

Breakdown of Charges:

Seat Change AC785 YYZ-LAX - 55.00 CAD

GST/TPS - 2.75 CAD

Total - 57.75 CAD

Form of payment used: MasterCard XXXXXXXXXXXX [REDACTED]

For complete Preferred Seat terms and conditions, please visit [aircanada.com](http://aircanada.com)  
XG - GOODS AND SERVICES TAX -CANADA NO. 100092287 RT0001

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Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More,

You can view all your available Air Canada mobile+ messages here: <https://mymessages.aircanada.com/en/XQfcv7Wd4qOJpHG0l3SvKg>

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Air Canada, PO Box 64239, RPO Thorncliffe, Calgary, Alberta, T2K 6J7

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Magali Simard [REDACTED]

**Air Canada - Receipt - Baggage Fee**

Air Canada <confirmation@aircanada.ca>  
To: [REDACTED]

Mon, May 6, 2019 at 8:46 AM

Your fees have been successfully collected.

Departure Date: 2019-05-07

Passenger: MAGALI SIMARD  
Departure city: TORONTO-T1 YYZ  
Destination city: LOS ANGELES LAX

**Fee Breakdown:**

Excess baggage fee (1 piece): 30.00 CAD

GST/TPS: 1.50 CAD

Total CAD: 31.50 CAD

Form of payment used: MasterCard XXXXXXXXXXXXX [REDACTED]

Please Note: This fee is non refundable.

XG - GOODS AND SERVICES TAX -CANADA NO. 100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!  
Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More, <https://services.aircanada.com/portal-web/mobile/static/mobileplus.html>

You can view all your available Air Canada mobile+ messages here: <https://mymessages.aircanada.com/en/XQfcv7Wd4qOJpHG0I3SvKg>

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Air Canada, PO Box 64239, RPO Thorncliffe, Calgary, Alberta, T2K 6J7

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Magali Simard [REDACTED]

**Air Canada - Receipt - Baggage Fee**

Air Canada <confirmation@aircanada.ca>  
To: [REDACTED]

Fri, May 10, 2019 at 9:11 AM

Your fees have been successfully collected.

Departure Date: 2019-05-11

Passenger: MAGALI SIMARD  
Departure city: LOS ANGEL-6 LAX  
Destination city: OTTAWA YOW

Fee Breakdown:

Excess baggage fee (1 piece): 22.30 USD

GST/TPS: 1.12 USD

Total USD: 23.42 USD

Form of payment used: MasterCard XXXXXXXXXXXX [REDACTED]

Please Note: This fee is non refundable.

XG - GOODS AND SERVICES TAX -CANADA NO. 100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!  
Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More, <https://services.aircanada.com/portal-web/mobile/static/mobileplus.html>

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Please do not reply to this email, as this inbox is not monitored. If you have any questions regarding other Air Canada product or service please visit [aircanada.com](https://www.aircanada.com/en/customer-care/index.html) (<https://www.aircanada.com/en/customer-care/index.html>).

Air Canada, PO Box 64239, RPO Thorncliffe, Calgary, Alberta, T2K 6J7

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Booking Reference: **MSQNEI**

Date of issue: 17 Apr, 2019

This is your official itinerary/receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

**Data Protection Notice:** Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

 - Depart

Economy - Flex

Tuesday  
07 May, 2019

10:00  
**Toronto**  
Toronto-Pearson Int. (YYZ),  
ON  
Terminal 1



12:18  
**Los Angeles**  
Los Angeles Int. (LAX), CA  
Terminal 6

 AC785

5hr18  
Economy S  
Operated by: Air Canada | A321-200 |  
Wi-Fi  
Air Canada Bistro

 - Return

Economy - Flex

Friday  
10 May, 2019

22:15  
**Los Angeles**  
Los Angeles Int. (LAX), CA  
Terminal 6



05:45 + 1 day  
**Toronto**  
Toronto-Pearson Int. (YYZ),  
ON  
Terminal 1

 AC788

4hr30  
Economy L  
Operated by: Air Canada | 787-9  
Air Canada Bistro

Passengers

 **Marguerite [REDACTED] Pigott**

Ticket Number  
0142111552448

Air Canada - Aeroplan  
[REDACTED]

Seats  
AC785 22C  
AC788 20C



# Purchase summary

## MasterCard

Amount paid: \$995.80

## Tax Information

GST no. 10009-2287 RT0001

\$42.01

GST/HST no. 10009-2287 RT0001

\$3.25

1 adult

## Air Transportation Charges

Base Fare - Depart - Economy - Flex

476.00

Base Fare - Return - Economy - Flex

352.00

## Taxes, fees and charges

Passenger Civil Aviation Security Service Fee - U.S.

7.47

Goods and Services Tax - Canada no. 100092287 RT0001

42.01

Immigration User Fee - United States

9.34

Animal and Plant Health Inspection Service (APHIS) User Fee - United States

5.28

Harmonized Sales Tax - Canada (GST/HST #10009-2287 RT0001)

3.25

Customs User Fee - United States

7.70

Air Travellers Security Charge - Canada

12.10

Airport Improvement Fee - Canada

25.00

Passenger Facility Charge - United States

6.01

Transportation Tax - United States

49.64

Total airfare and taxes before options

\$995.80

GRAND TOTAL (Canadian dollars)

\$995.80



## Check-in and boarding gate deadlines

*\* Return flight cost used as a benchmark cost for M. Simard.*

Within Canada

To/From the U.S.

90

minutes

120

minutes

### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

minutes<sup>1</sup>

60

minutes

### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15

minutes

15

minutes

### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

KIMPTON

# la peer hotel

WEST HOLLYWOOD

Magali Simard  
1159 Dundas St E Suite 143  
Toronto Ca M4M 3N9  
United States

Film and Entertainment Industries City o  
City of Toronto Film Industry

Room 312  
Arrival 05-07-19  
Departure 05-11-19  
Folio  
Cashier 316

Page 1 of 2

| Date                 | Description   | Charges         | Credits         |
|----------------------|---|-----------------|-----------------|
| 05-07-19             | *Accommodation  | 350.00          |                 |
| 05-07-19             | West Hollywood Occupancy Tax                                      | 43.75           |                 |
| 05-07-19             | West Hollywood Tourism Assessment                                 | 10.50           |                 |
| 05-07-19             | CA Tourism Assessment   | 0.68            |                 |
| 05-08-19             | In Room Dining<br>Room# 312 : CHECK# 10997280                     | 39.70           |                 |
| 05-08-19             | Viale Dei Romani<br>Room# 312 : CHECK# 10905206                   | 12.95           |                 |
| 05-08-19             | Viale Dei Romani<br>Room# 312 : CHECK# 10905212                   | 16.14           |                 |
| 05-08-19             | Viale Dei Romani<br>Room# 312 : CHECK# 10905214                   | 88.84           |                 |
| 05-08-19             | *Accommodation  | 350.00          |                 |
| 05-08-19             | West Hollywood Occupancy Tax                                      | 43.75           |                 |
| 05-08-19             | West Hollywood Tourism Assessment                                 | 10.50           |                 |
| 05-08-19             | CA Tourism Assessment   | 0.68            |                 |
| 05-09-19             | Daily Parking<br>Room# 312 : CHECK# 10389 Gray Toyota Chr Parking | 10.00           |                 |
| 05-09-19             | Honor Bar - Food & Non-Alcoholic Beverage                         | 6.00            |                 |
| 05-09-19             | CA Sales Tax  | 0.57            |                 |
| 05-09-19             | *Accommodation  | 350.00          |                 |
| 05-09-19             | West Hollywood Occupancy Tax                                      | 43.75           |                 |
| 05-09-19             | West Hollywood Tourism Assessment                                 | 10.50           |                 |
| 05-09-19             | CA Tourism Assessment   | 0.68            |                 |
| 05-10-19             | In Room Dining<br>Room# 312 : CHECK# 10997307                     | 34.45           |                 |
| 05-10-19             | *Accommodation  | 350.00          |                 |
| 05-10-19             | West Hollywood Occupancy Tax                                      | 43.75           |                 |
| 05-10-19             | West Hollywood Tourism Assessment                                 | 10.50           |                 |
| 05-10-19             | CA Tourism Assessment   | 0.68            |                 |
| 05-11-19             | MasterCard<br>XXXXXXXXXXXXXX XX/XX                                |                 | 1,828.37        |
| <b>Total Charges</b> |   | <b>1,828.37</b> |                 |
| <b>Total Credits</b> |   |                 | <b>1,828.37</b> |
| <b>Balance</b>       |   |                 | <b>0.00</b>     |

627 N. La Peer Drive, West Hollywood, CA 90069  
Phone: 213.296.3038  
Reservations: 800.373.6365  
www.lapeerhotel.com

KIMPTON

*la peer hotel*

WEST HOLLYWOOD

Magali Simard  
1159 Dundas St E Suite 143  
Toronto Ca M4M 3N9  
United States

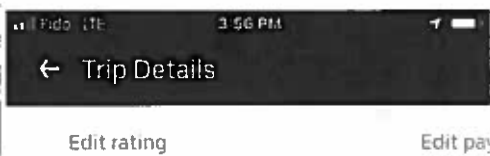
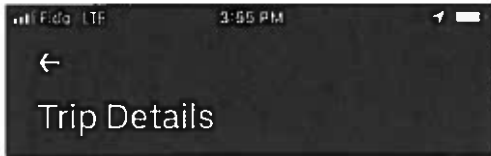
Film and Entertainment Industries City o  
City of Toronto Film Industry

Room 312  
Arrival 05-07-19  
Departure 05-11-19  
Folio  
Cashier 316

Page 2 of 2

Thank you for staying with us at Kimpton La Peer West Hollywood!

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Phone: 213.296.3038  
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[www.lapeerhotel.com](http://www.lapeerhotel.com)



**2019-05-07, 7:24 AM** **CA\$47.80**  
 BMW 5-series CDXE900 **Add a tip**

- 1163 Dundas St E, Toronto, ON M7M 1R9, Canada
- Mississauga, ON L4S 5P, Canada

**Your trip with Donovan**

**Need help with this trip?**

**Change star rating**  
 I want to change my driver's rating

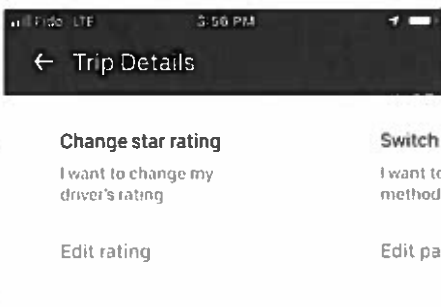
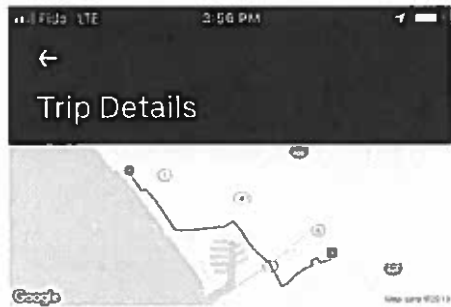
**Switch**  
 I want to change my driver's rating

**Edit rating** **Edit pay**

**UberX Receipt**

|                                    |                  |
|------------------------------------|------------------|
| <b>Trip Fare</b>                   | <b>CA\$35.55</b> |
| <b>Subtotal</b>                    | <b>CA\$35.55</b> |
| <b>Tolls, Surcharges, and Fees</b> | <b>CA\$6.75</b>  |
| <b>HST</b>                         | <b>CA\$5.50</b>  |
| <b>Total</b>                       | <b>CA\$47.80</b> |
| <b>MASTERCARD</b>                  | <b>\$47.80</b>   |

2019-05-07 9:20 AM



**2019-05-10, 5:12 PM** **\$15.50**  
 Volvo XC90 SUV **Add a tip**

- 2040 Dumbarton Way, San Jose, CA 95128, USA
- 22459 Bluff Creek Dr, Los Angeles, CA 90034, USA

**Your trip with Bijan**

**Need help with this trip?**

**Change star rating**  
 I want to change my driver's rating

**Switch**  
 I want to change my driver's rating

**Edit rating** **Edit pay**

**UberX Receipt**

|                   |                  |
|-------------------|------------------|
| <b>Trip fare</b>  | <b>\$15.50</b>   |
| <b>Subtotal</b>   | <b>\$15.50</b>   |
| <b>Total</b>      | <b>\$15.50</b>   |
| <b>MASTERCARD</b> | <b>US\$15.50</b> |

2019-05-10 5:47 PM

BECK TAXI  
1 CREDIT UNION DR  
Toronto ON, M4A 2S6  
www.becktaxi.com  
(416)751-5555

**SALE**

MID: 4340971  
TID: A4340971 REF#: 00000003  
Batch #: 037 SEQ: 037001001003  
05/13/19 15:04:18  
APPR CODE: 150418  
MASTERCARD  
\*\*\*\*\* [REDACTED] \*\*/..

AMOUNT \$14.50  
TIP \$2.26  
TOTAL \$16.75

00 - APPROVED - 001

MasterCard  
AID: A0000000041010  
TVR: 00 00 00 80 00  
TSt E8 00

Thank You for Choosing  
Beck Taxi  
3 Ways to Order  
PHONE-WEB-APP

483P  
CAB 483

CUSTOMER COPY

Yellow Cab  
1-800-711-TAXI

DRIVER COPY  
CREDIT SALE

MID: N/A  
TID: C261049404  
DR. ID: 23510  
CAB#: 6555  
DATE: 05/07/2019  
ST. TIME: 12:54  
END TIME: 13:35  
RES.#: 0  
PASS#: 1  
TRIP#: 21389  
DIST.: 16.88 mi  
RATE 1  
FARE: \$ 54.15  
EXTRA: \$ 4.00  
TIP: \$ 11.63  
TOTAL: \$ 69.78  
MCH#: \*\*\*\* [REDACTED]  
AUTH#: ST-FWD  
ENTRY METHOD:  
CONTACT CHIP  
AID:  
A0000000041010  
APPL. NAME:  
MasterCard  
ATC: 0838  
AC:  
4F23F74166A2C13A

FILE VERIFIED  
NO SIG. RE [REDACTED]

BEVERLYHILLS CAB  
(800) 273-6611  
\*\*\*\*CREDIT CARD SALE\*\*\*\*  
\*\*\*\*PASSENGER COPY\*\*\*\*  
Merchant ID: 162  
ENTRY METHOD:  
CONTACT CHIP  
AID: A0000000041010  
Application ID:  
MasterCard  
ATC: 003C  
MC: 71AF6E55772C61E7

TERMINAL 161  
DRIVER 9177  
CAB 3367  
PASSENGERS 1  
DATE 5/11/19 05:37  
START 05:10:06  
END 05:36:48  
TRIP 161  
Standard Rate 1  
DISTANCE 15.55 mi  
FARE R1 \$46.05  
SUB TOTAL \$46.05  
TIP \$9.21  
TOTAL \$55.26  
MASTER CARD [REDACTED]  
AUTH 083735  
\*\*\*\*\*  
THANK YOU  
CALL AGAIN

meeting

meeting

# Viale dei Romani

*Ethan Shpanka*

Kimpton La Peer  
627 N La Peer Dr  
West Hollywood, CA 90069  
5/8/2019 12:07

Check: 10905206 Table: 402  
Server: Stephanie Guests: 1

|                  |       |
|------------------|-------|
| Regular Check    |       |
| 2 REGULAR COFFEE | 10.00 |
| @ 5.00           |       |
| Subtotal         | 10.00 |
| Tax              | 0.95  |
| Total            | 10.95 |

=====  
Payments

|                   |       |
|-------------------|-------|
| Room Charge       | 10.95 |
| 312 Simard, M240  |       |
| Total Payments    | 10.95 |
| Remaining Balance | 0.00  |

Check Fully Authorized

*12.95*

# Viale dei Romani

Kimpton La Peer  
627 N La Peer Dr  
West Hollywood, CA 90069  
5/8/2019 14:10

Check: 10905214 Table: 201  
Server: Stephanie Guests: 2

|                  |       |
|------------------|-------|
| Regular Check    |       |
| 2 KALE CAESAR    | 48.00 |
| @ 24.00          |       |
| 2 ICED TEA       | 12.00 |
| @ 6.00           |       |
| 1 TRUFFLED FRIES | 12.00 |
| Subtotal         | 72.00 |
| Tax              | 6.84  |
| Total            | 78.84 |

=====  
Payments

|                   |       |
|-------------------|-------|
| Room Charge       | 78.84 |
| 312 Simard, M240  |       |
| Total Payments    | 78.84 |
| Remaining Balance | 0.00  |

Check Fully Authorized

*78.84*

*Marina Striteck  
Cynthia Lynch*

# Viale dei Romani

CUSTOMER DRAFT  
Check: 10943984 05/07/19  
Table: 604 16:05

Kimpton La Peer  
627 N La Peer Dr  
West Hollywood, CA 90069  
MERCHANT ID: 1563911004  
SERVER: Judah  
TERMINAL: 1094

*55.18*

Master Card  
NAME: SIMARD/MAGALIT  
NUMBER: XXXXXXXXXXXX  
AUTH: 190540  
AMOUNT: 48.18  
TOTAL: 48.18

GRATUITY: 7 TOTAL: 55.18  
GUEST COPY

MasterCard  
CVW: Signature  
Entry Mode: Chip  
Auth Mode: Issuer  
AID: A0000000041010  
TVR: 0000008000  
IAD: 0910607003240000DEFF0000000000000000  
00FF  
TSI: E800  
ARC: 00

|                   |       |
|-------------------|-------|
| Total Payments    | 48.18 |
| Remaining Balance | 0.00  |

Check Fully Authorized

Meeting





DEL FRISCO'S GRILLE #8709  
 1551 Ocean Ave.  
 Santa Monica, CA 90401  
 (310) 395-7333

1018 Eric M

Tbl 311/1 Chk 6476 Gst 8  
 May10'19 05:56PM

**Dine In**

- 1 Strip 16oz Side SWEET 49.00
- FRIES
- 1 Filet 8oz Side ASP 41.00
- 1 Filet 8oz Side BROCC 41.00
- 1 Truf Mac & Chs 9.50
- 1 Ahi Tacos AS ENTREE 18.00
- 1 Ahi Tacos 18.00
- 1 Kale Salad 15.00
- 1 Filet 8oz Side FF 41.00
- 1 Filet 8oz Side BROCC 41.00
- 1 Filet 12oz Side ASP 51.00
- 2 Titos Handmade MGG 26.00
- 1 House Gin 9.50
- 1 G Goose MGG 15.00
- 1 Miraval Prov Rose 54.00
- 1 Miraval Prov Rose 54.00
- \$ DISCOUNT 3.00-
- 1 Miraval Prov Rose 54.00
- 1 Miraval Prov Rose 54.00
- \$ DISCOUNT 3.00-
- 2 GL Decoy Cab 32.00
- 1 Miraval Prov Rose 54.00

SUBTOTAL 671.00  
 TAX 68.78  
 09:09PM TOTAL DUE 739.78

\* A Gratuity is Not included \*



DEL FRISCO'S GRILLE #8709  
 1551 Ocean Ave.  
 Santa Monica, CA 90401  
 (310) 395-7333

Date: May10'19 09:32PM  
 Card Type: MASTERCARD  
 Acct #: XXXXXXXXXXXX  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Trans Key: KIK009335472073  
 Auth Code: 003248  
 Check: 6476  
 Table: 311/1  
 Server: 1018 Eric M

Subtotal: 739.78

TIP 140.00

TOTAL 880.78

SIGNATURE

I AGREE TO PAY THE ABOVE TOTAL  
 ACCORDING TO MY CARD ISSUER  
 AGREEMENT!

Magali Simard

John Tony

Courtney Glen

Maguerite Pyott

Emily Hillstrom

Michael Thompson

Scott Gordon

Rick Hlack

Kimberly Raeh

Tiffany Moore

- Meal split between  
 Magali & Marguerite  
 - Mayor & Councilors  
 & Mayor's staff claim  
 their own