

Submit this form to your CSR within **10 business days** of return from the travel or conference/seminar.

Business Travel       Office Travel       Conference/Seminar

<b>Travel Details</b>	
Name of Traveller: JOHN TORY	Vendor No.: <u>1017196</u> <del>1019265 Emily Hillstrom \$474.68</del>
<input checked="" type="checkbox"/> Member of Council <input type="checkbox"/> Staff	
Date: October 28, 2019	Reference No.: <del>EXP/TEU2019</del> <u>EXP/OC05-OC11/19</u>
Name of Event: Mayor Tory's EU Mission	Dates from: 10/5/2019 to: 10/11/2019
Purpose of Travel: Mayor's Mission will engage with industry leaders from the financial services sector, exploring sustainable finance and attend C40.	
Exchange Rate applied to convert from local currency to Canadian dollars (CAD) 1US=1.32CAD	Cost Centre <del>ED0154</del> <u>ED0088</u> Functional Area <del>1540400000</del> <u>1540200000</u> Cheque Amount \$ <del>474.68</del> <u>0</u>

Final Statement of Expenses					
Cost Element	Description	Foreign Currency	Total incl. all taxes CAD \$	Total Before Taxes \$	HST
4256	Registration Fees:				
4215	Travel: <input type="checkbox"/> Air <input type="checkbox"/> Train <input type="checkbox"/> Bus  <input type="checkbox"/> Personal Automobile _____ km @ \$0. _____ cents/km		Paid by organization		-
4210	Accommodation: 2 @ \$275.00 GBP /night – paid by EDC 1 @ \$474.68 CAD/night – paid by EH	825.00 GBP -275.00 GBP	1396.80 -440.31 474.68	1396.80 -440.31 474.68	--
4220 <u>4230</u>	Ground Transportation: paid by EDC – VPetropoulos pcard		<del>122.60</del> <u>574.50</u> 451.90	<del>122.60</del> <u>574.50</u> 451.90	
4230	Sundry Expenses 0 days @ up to \$100/day <input checked="" type="checkbox"/> CAD or <input type="checkbox"/> US per diem allowance		-	-	-
	<b>Total Expenses</b>		2,005.67	2,005.67	0
	Less: Advances & Prepayments Document No. Registration fees <u>Accommodation - 1900255313</u> Travel Accommodation <u>EDC Pcard - 12-53560, 12-53923</u> Ground Transportation <u>EDC Pcard - 12-55731</u> Sundry Expenses Total Advances		474.68  1396.80 -440.31 574.50	474.68  1396.80 -440.31 574.50	
<b>TOTAL</b>	Payable to <input checked="" type="checkbox"/> individual / <input type="checkbox"/> City	Paid to <u>E Hillstrom</u>	<u>0</u> <del>474.68</del>	474.68	0.00

<b>Approval</b>	
Signature of Traveller:	Date <u>Nov. 22/19</u>
For Council Staff / Member of Council:	Date <u>Nov. 22/19</u>

<b>Funds Authorization</b>		
For funds from the Council Budget: I have confirmed that approved funds are available for this purpose.	Signature of City Clerk/Designate:	Date
For funds from other budgets: I have confirmed that approved funds are available for this purpose.	Name: <u>Mike Williams</u> Title: <u>GM</u> Signature: _____	Date <u>Nov 25/19</u>

Submit this form to your CSR at least 10 business days before the travel or conference/seminar.

RECEIVED  
CITY CLERK'S OFFICE  
CH SW

**Travel Details**

2019 SEP 24 P 3:39

**Name of Traveller:** Mayor John Tory

business travel  
 office travel  
 conference/seminar\*

\*Out-of-Province Conference report is required for Conference attendance outside of Ontario

Member of Council     Staff

**Name of Event:** Mayor Tory's EU Mission

**Dates** from: 10/05/2019 to: 10/11/2019

**Travel Destination:** London, England and Copenhagen, Denmark

within GTA  
 outside GTA & within Ontario  
 outside Ontario or Canada

**Purpose of Travel:**  
 Mayor's Mission will engage with industry leaders from the financial services sector, exploring sustainable finance and attend C40. See attached.

**Estimated Travel Costs** (should include GST and all other applicable taxes)

Cost Centre To Be Charged: <u>ED0154</u> Functional Area Code: <u>1540400000</u>	<b>Exchange Rate</b> 1 USD = 1.31 CAD	<b>Canadian \$</b>
<b>Registration Fees:</b>	1GBP= 1.63 CAD	n/a
<b>Travel:</b> <input type="checkbox"/> Air <input type="checkbox"/> Train <input type="checkbox"/> Bus <input type="checkbox"/> Personal Automobile _____ km @ \$0.____ cents/km		
<b>Accommodation:</b> <u>3</u> day(s) @ \$ <u>451.9</u> per day including taxes <u>8</u>		1,355.94
<b>Ground Transportation:</b> <input checked="" type="checkbox"/> taxi(s) <input type="checkbox"/> car rental <input type="checkbox"/> other - specify: _____		400.00
<b>Sundry Expenses:</b> _____ day(s) @ \$100.00 <input type="checkbox"/> CAD/ <input checked="" type="checkbox"/> US per day	n/a	
<b>Total Estimated Costs:</b>		1,755.94
<b>Prepayment/advances requested for the following costs:</b>		
<input type="checkbox"/> Registration Fees <input type="checkbox"/> Travel <input type="checkbox"/> Accommodation <input type="checkbox"/> Ground Transportation <input type="checkbox"/> Sundry Expenses		

**Approval**

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

Signature of Traveller: \_\_\_\_\_ Date \_\_\_\_\_

For Council Staff travel, Approving Signature of Member of Council: \_\_\_\_\_ Date Sept 24, 2019

**Funds Authorization**

For funds from the Council Budget: I have confirmed that approved funds are available for this purpose.	Signature: _____ Clerk/Designate:	Date <u>Oct 7/19</u>
For funds from other budgets: I have confirmed that approved funds are available for this purpose.	Name: <u>Mike Williams</u> Title: _____ Signature: _____	Date <u>Oct 7/19</u>

## Cindy Chang

---

**From:** Karen Cooper  
**Sent:** September-24-19 3:10 PM  
**To:** Cindy Chang  
**Subject:** C40 Travel Notification - Mayor

Hi Cindy, further to my previous email, the Mayor has signed his travel notification for the upcoming London and Copenhagen trip. You will see that there is no airfare reflected on the form since the fare is being picked up by the C40 Conference and therefor has not been charged to the City.

Thanks.

Karen

Karen Cooper  
Office Manager and  
Executive Assistant to the  
Chief of Staff  
Office of the Mayor  
City Hall, 2<sup>nd</sup> Floor  
100 Queen St W, Toronto, ON M5H 2N2  
[REDACTED]

THE  
**TRAFALGAR**  
ST. JAMES

JOHN TORY  
X  
X - X  
GREAT BRITAIN

Room Number 105 /K1JRF  
Arrival Date 06/10/2019 16:58:00  
Departure Date 08/10/2019 12:19:00  
Adult/Child 2/0  
Room Rate 275.00 GBP  
Rate Plan L-COR55  
AL:  
Honors #  
VAT # 882604902  
Folio No/Che 394996 A  
Tax Date 08/10/2019

VAT INVOICE:413550

Confirmation Number: 3140880738

THE TRAFALGAR ST. JAMES 08/10/2019 13:29:00

DATE	DESCRIPTION	ID	REF NO	GUEST CHARGES	CREDIT	BALANCE
05/10/2019	Advance Deposit MC ██████	MASI	3740481		-£825.00	
06/10/2019	ROOM & BREAKFAST	LUVA	3742158	£275.00		
07/10/2019	Advance Deposit MC ██████	MAFL	3740481	£275.00		
07/10/2019	ROOM & BREAKFAST	ANDO	3742877	£275.00		
BALANCE						£0.00

TAX SUMMARY

Taxable Amount (excl VAT) £0.00  
Zero Rated Amount £0.00  
VAT AT 20% £91.68  
Non Taxable Amount £458.32  
Total Amount Payable £550.00

Guest Signature

\_\_\_\_\_  
Please debit my account by the amount indicated above.

Registered Office | Quadrant House, Floor 6, 4 Thomas More Square, London E1W 1YW  
London & Regional | Trafalgar Square Hotel Ltd. | No. c4524341 | VAT Registration No. 882 6049 02

The Trafalgar St James, 2 Spring Gardens, London SW1A 1TS  
+44 (0)20 7870 2900 | info@trafalgarstjames.com  
www.trafalgarstjames.com

MAYOR

Hotels.com <confirmation@mail.hotels.com>

October 5, 2019 3:46 PM

Emily Hillstrom

Hotels.com reservation confirmation 8143530410364 - citizenM Copenhagen

Radhuspladsen - Copenhagen



Dear John, your booking is guaranteed and all paid for.

Hej John! Din reservation er sikret, og betalingen er gennemført.



Manage booking



Print receipt



Book again



Go paperless! Download our app to access and manage this booking offline.

Download for free

**citizenM Copenhagen Radhuspladsen**

H. C. Andersens Boulevard 12

Copenhagen

1553

DK

+4589880777



Need to make a change? Don't worry, it's quick and easy to amend or cancel your booking online. Manage your booking

Hotels.com confirmation number 8143530410364

Check-in Tuesday, October 8, 2019 (2:00 PM-3:00 AM local time)

Indtjekning tirsdag den 8. oktober 2019 (14.00-03.00 lokal tid)

Check-out Wednesday, October 9, 2019 (Before 11 AM local time)

Udtjekning onsdag den 9. oktober 2019 (Inden 11.00 lokal tid)

Your stay

1 night, 1 room

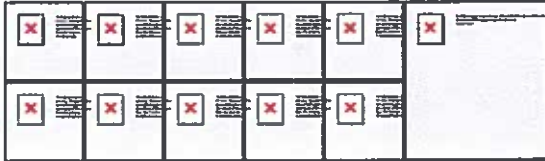
Cancellation policy

Free cancellation until 10/07/2019 23:59  
(GMT+02:00)

Amount paid

\$474.68 CAD

[See full payment details below](#)



**You could be on your way to getting 1 night free\***

Collect 10 nights, get 1 free. Just sign up and we'll add 1 night after your stay

[Sign Up](#)

## Hotel Details

**citizenM Copenhagen Radhuspladsen**

H. C. Andersens Boulevard 12, Copenhagen, 1553, DK

Phone: +4589880777



### Required at check-in

- Credit card deposit required
- Government-issued photo ID required
- Minimum check-in age is 18
- Minimum Spring Break check-in age is 18

## Room details

Room

Room, 1 King Bed

**Guests** John Tory, 2 adults

**Preferences** Non Smoking, King Bed

**Please note:** Preferences and requests cannot be guaranteed. Special requests are subject to availability upon check-in and may incur additional charges.

**Facilities**



**1 King Bed**

151-sq-foot (14-sq-meter) room with city views

**Entertainment** - Smart television with cable channels and Netflix

**Food & Drink** - Refrigerator and free bottled water

**Sleep** - Hypo-allergenic bedding and blackout drapes/curtains

**Bathroom** - Private bathroom, designer toiletries, and a shower with a rainfall showerhead

**Practical** - Safe and phone

**Comfort** - Daily housekeeping and climate-controlled heating and air conditioning

**Accessibility** - Wheelchair accessible

Non-Smoking

## Payment details

Price for room 1 Tuesday, October 8, 2019 \$379.75 CAD

Taxes & fees \$94.93 CAD

**Total amount paid \$474.68 CAD**

For residents of Quebec, prices include a contribution to the Indemnity Fund of C\$2.00 per \$1000 of travel services purchased.



**Thank you for paying using your Visa ending in [REDACTED]. Your booking is guaranteed.**

You'll need to pay any additional charges and fees incurred during your stay at the hotel in their local currency.

**Tak, fordi du har betalt med dit Visa-kort, der ender med [REDACTED]. Din reservation er sikret.**

*Hvis der opstår yderligere gebyrer under dit ophold, skal du betale disse på hotellet i deres lokale valuta.*

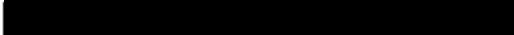
**Cancellation policy**

**Free cancellation until 10/07/2019**

If you change or cancel your booking after 23:59, 10/07/2019 (GMT+02:00) you will be charged for 1 night (including tax)

We will not be able to refund any payment for no-shows or early check-out.

Your contact details



## Got a question?

If you've already checked in or have questions related to the property, contact citizenM Copenhagen Radhuspladsen at +4589880777

For other questions, [check out our FAQs](#), or call our [Customer Service](#) team:

**Canada:**

24 hours a day; 7 days a week.

866-285-2491

This call is free.

You'll need your Hotels.com Confirmation Number 8143530410364.

## We will find you a rental car that suits your travel needs.

 Oct. 8 - Oct. 9 [Edit search](#)

### Car Hire at Copenhagen



 [Book now](#)

 If you've got time we'd like to ask you [2 questions](#) about your booking.

View our [Terms & Conditions](#) and [Privacy Policy](#) related to your booking. Please print a copy to keep for future reference.

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# Account Activity

[Hide](#) | [Print](#)

Account TD AEROPLAN VISA INFINITE - [REDACTED] \$2,792.84



OWNER

**Current Balance** **\$2,792.84**

Pending Transactions \$2,450.78

Available Credit \$15,305.00

Credit Limit \$20,500.00

Balance Date as of Oct 15, 2019

Statement Aug 23, 2019 - Sep 23, 2019

Payment Due Oct 18, 2019

Minimum Payment \$0.00

Last Payment \$1,000.00 on Oct 02, 2019

### Seeing a Transaction in two places?

Transactions may sometimes temporarily show under Pending and Posted at the same time. This has no effect on your Current Balance or Available Credit.

View Sep 24, 2019 to today (Since last statement)

Transactions

Date	Transaction Description	Debit	Credit	Balance
<b>Pending Transactions</b>				
Oct 15, 2019	[REDACTED]	[REDACTED]		
Oct 15, 2019	[REDACTED]	[REDACTED]		
Oct 14, 2019	[REDACTED]	[REDACTED]		
Oct 14, 2019	[REDACTED]	[REDACTED]		
Oct 14, 2019	[REDACTED]	[REDACTED]		
Oct 13, 2019	[REDACTED]	[REDACTED]		
Oct 11, 2019	[REDACTED]	[REDACTED]		
Oct 11, 2019	[REDACTED]	[REDACTED]		
Oct 11, 2019	[REDACTED]	[REDACTED]		
Oct 11, 2019	[REDACTED]	[REDACTED]		
Oct 11, 2019	[REDACTED]	[REDACTED]		
Oct 09, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 06, 2019	[REDACTED]	[REDACTED]		
<b>Posted Transactions</b>				
Oct 09, 2019	[REDACTED]	[REDACTED]		
Oct 09, 2019	[REDACTED]	[REDACTED]		
Oct 09, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 08, 2019	[REDACTED]	[REDACTED]		
Oct 07, 2019	[REDACTED]	[REDACTED]		
Oct 07, 2019	[REDACTED]	[REDACTED]		
Oct 07, 2019	[REDACTED]	[REDACTED]		
Oct 07, 2019	[REDACTED]	[REDACTED]		
Oct 06, 2019	[REDACTED]	[REDACTED]		
Oct 06, 2019	[REDACTED]	[REDACTED]		
Oct 06, 2019	[REDACTED]	[REDACTED]		
Oct 06, 2019	[REDACTED]	[REDACTED]		

See page 2

Date	Transaction Description	Debit	Credit	Balance
Oct 06, 2019	PHONE	5.72		1000.00
Oct 05, 2019	INTERNET	10.00		989.78
Oct 05, 2019	...	...		...
Oct 05, 2019	HOTELSCOM8143530410364	474.68		...
Oct 05, 2019	...	...		...
Oct 05, 2019	...	...		...
Oct 05, 2019	...	...		...
Oct 04, 2019	...	...		...
Oct 03, 2019	...	...		...
Oct 03, 2019	...	...		...
Oct 02, 2019	...	...		...
Oct 01, 2019	...	...		...
Oct 01, 2019	...	...		...
Oct 01, 2019	...		...	...
Oct 01, 2019	...		...	...
Sep 29, 2019	...	...		...
Sep 29, 2019	...	...		...
Sep 29, 2019	...	...		...
Sep 28, 2019	...	...		...
Sep 27, 2019	...	...		...
Sep 27, 2019	...	...		...
Sep 27, 2019	...	...		...
Sep 27, 2019	...	...		...
Sep 26, 2019	...	...		...
Sep 26, 2019	...	...		...
Sep 25, 2019	...	...		...
Sep 25, 2019	...	...		...
Sep 25, 2019	...	...		...
Sep 23, 2019	...	...		...
Sep 19, 2019	...	...		...
Total		...	...	...

Charge for Mayor's Hotel Room in Copenhagen

Select Download Format

Please note: We have discovered a temporary issue that occurs while you are downloading your credit card activity to your preferred version of accounting software. This may cause some transactions to appear more than once. We are working to correct this issue and apologize for any inconvenience. It's important for you to verify your information and remove any duplicate entries.

Recently posted payments may not be included in your download.

[View supported versions of the software downloads](#)

Legal Notes

Print

M L Transport Agency  
D2 The Courtyard,  
Alban Park,  
Hatfield Road,  
St. Albans,  
HT  
AL4 0LA  
+44 7815526959  
matthew\_luckhurst@hotmail.co.uk

## INVOICE

INVOICE TO  
Vanna Petropoulos  
City of Toronto, Strategic  
Alliances Economic  
Development and Culture  
100 Queen Street West,  
9 East  
Toronto, ON M5H 2N2  
Canada

INVOICE NO. 1029  
DATE 08/10/2019  
DUE DATE 08/11/2019  
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/10/2019	Sales	6/10- Heathrow Transfer for the Delegation, plus £10 parking	1	110.00	110.00
09/10/2019	Sales	7/10- As Directed for 8 1/2hrs for the Delegation.	1	365.50	365.50
09/10/2019	Sales	8/10- As Directed for 9 1/2hrs for the delegation	1	408.50	408.50
09/10/2019	Sales	9/10- Heathrow Transfer for the delegation.	1	100.00	100.00

BALANCE DUE

£984.00

Name: Mr M J Luckhurst  
Account Number: 3716882  
Sort Code: 07-01-16

MJL CHAUFFEURS

3 LINDUM PLACE  
ST ALBANS

M\*\*\*05443

TID\*\*\*\*6995

MASTERCARD

\*\*\*\* \* [REDACTED] \*\*\*\*

KEYED

SALE

CARDHOLDER COPY

PLEASE KEEP THIS RECEIPT  
FOR YOUR RECORDS

AMOUNT

£984.00

CUSTOMER NOT PRESENT

THANK YOU

19:06 16/10/19 40IF2:00

AUTH CODE:

040400