

**TOWN OF FORT FRANCES - SCHEDULE "B"  
TRAVEL EXPENSE STATEMENT**

1.	Attendee	<b>PAUL RYAN</b>							
2.	Conference/Seminar Attended	<b>ASSOCIATION OF MUNICIPALITIES OF ONTARIO 118th ANNUAL CONFERENCE AND AGM</b>							
	Location (Facility and City)	<b>SHAW CONVENTION CENTRE, OTTAWA ONTARIO</b>							
	Dates	<b>AUGUST 12, 13, 14, 15, 16, 17 / 2017</b>							
3.	<b>2017 - August</b>	Sun. 13 <sup>th</sup>	Mon. 14 <sup>th</sup>	Tues. 15 <sup>th</sup>	Wed. 16 <sup>th</sup>	Thurs. 17 <sup>th</sup>	Fri.	Sat. 12 <sup>th</sup>	Total
	Accommodation							213.57	213.57
	Transportation								
	Breakfast	13.00	/	20.00	20.00	20.00		/	73.00
	Lunch	25.00	/	25.00	25.00	25.00		/	100.00
	Dinner	45.00	45.00	45.00	45.00	/		35.00	215.00
	Air Travel - <del>T. Bay to Ottawa + Return</del>								390.13
	Air Canada Baggage Charge = 2 Flights @ 28.25 each (Tax Incl.)								56.50
	Parking Fees - Personal Vehicle @ Avis Airport Thunder Bay - 5 Days								44.97
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
		Yes		No					
5.	Town Used Vehicle	Yes	(No)	Reason		Not Available		Total	
	Mileage Claimed	720	KM x \$0.54 = 388.80					388.80	
	Taxi - OTTAWA Airport + Return (= 40.00 + 37.00) Aug 13 & Aug 17 / 17							77.00	
6.	Approved			Total Expenses		1558.97		<del>11345.40</del>	
				Advance Received				0	
				Balance Claimed				-	
				Balance Refunded		1558.97		<del>11345.40</del>	

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB - a valid and detailed receipt must accompany hotel Visa slips.

August 21 / 2017  
Date

Paul Ryan  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Manager Signature

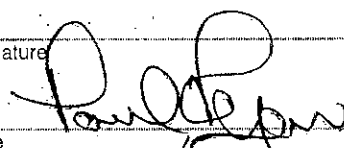
Date	Treasurer	A / P	Cashier

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee	PAUL RYAN
Conference / Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 118 <sup>TH</sup> ANNUAL CONFERENCE & AGM.
Location	SHAW CONVENTION CENTRE, OTTAWA ON
Dates	AUGUST 12 - 17 <sup>TH</sup> / 2017

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date 2017	AUG 14	AUG 15	AUG 16	AUG 17		AUG 12	AUG 13	
Amount	160.00	160.00	160.00	160.00		80.00	160.00	880.00

Name (Please Print) PAUL RYAN	Signature 
Approved	Date AUGUST 21 / 2017

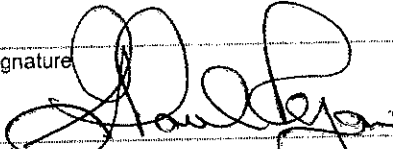
To be submitted to Payroll for processing when approved by Council

**TOWN OF FORT FRANCES - SCHEDULE "E"**  
**TRAVEL WAIVER OF LIABILITY FORM**

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

Name (Please Print) <b>G. PAUL RYAN</b>	Signature 
Approved	Date <b>August 21 2017</b>

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
265 SCOTT ST  
FORT FRANCES ONT P9A 1G8  
807 274 9895 OR 1800 465 7795  
EMAIL ADDRESS IS PHERR SHAW CA

SALES PERSON: PH ITINERARY/INVOICE NO. 0049655  
DUPLICATE YODUJW

DATE: 23 JUN 17  
PAGE: 01

TO: 1226 FIFTH ST E FORT FRANCES ON P9A1V9  
807 274 9195

FOR: RYAN/GORDON PAUL MR

13 AUG 17 - SUNDAY

AIR AIR CANADA FLT:8532 ECONOMY  
OPERATED BY /AIR CANADA EXPRESS - JAZZ  
LV THUNDER BAY ON 0720

EQP: DH4  
01HR 55MIN  
NON-STOP  
REF: QXSW7Z

AR TORONTO ON 0915  
ARRIVE: TERMINAL 1  
AIR AIR CANADA FLT:446 ECONOMY  
LV TORONTO ON 1010  
DEPART: TERMINAL 1  
AR OTTAWA ON 1111

EQP: E90  
01HR 01MIN  
NON-STOP  
REF: QXSW7Z

18 AUG 17 - FRIDAY

AIR AIR CANADA FLT:445 ECONOMY  
LV OTTAWA ON 0900

EQP: E90  
01HR 03MIN  
NON-STOP  
REF: QXSW7Z

AR TORONTO ON 1003  
ARRIVE: TERMINAL 1  
AIR AIR CANADA FLT:8535 ECONOMY  
OPERATED BY /AIR CANADA EXPRESS - JAZZ  
LV TORONTO ON 1150  
DEPART: TERMINAL 1  
AR THUNDER BAY ON 1353

EQP: DH4  
02HR 03MIN  
NON-STOP  
REF: QXSW7Z

AIR TICKET AC4939755667  
ELEC TKT

RYAN GORDON PAUL MR  
BILLED TO CAXXXXXXXXXXXXXX:  
39.68 G.S.T./H.S.T.

305.25\*  
39.68\*

CONTINUED ON PAGE 2

INTERNATIONAL TRAVEL 539647 ONTARIO LTD  
265 SCOTT ST  
FORT FRANCES ONT P9A 1G8  
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TO: 1226 FIFTH ST E FORT FRANCES ON P9A1V9  
807 274 9195

FOR: RYAN/GORDON PAUL MR

18 AUG 17 - FRIDAY

SUB TOTAL	305.25
TOTAL G.S.T./H.S.T.	39.68
NET CC BILLING	344.93*
<hr/>	
TOTAL AMOUNT DUE	0.00

THANK YOU FOR BOOKING WITH INTERNATIONAL TRAVEL.  
ALL TIMES LOCAL AND SUBJECT TO CHANGE.  
ENSURE VALID PASSPORT IN YOUR POSSESSION.  
TRIP CANCELLATION/OUT OF CANADA MEDICAL INSURANCE  
HAS BEEN DECLINED OR STATED  
OTHERWISE. LIVING STANDARDS AND PRACTICES AT THE DESTINATION  
MAY DIFFER FROM THOSE IN CANADA. ENTRY TO ANOTHER COUNTRY MAY  
BE REFUSED EVEN WITH COMPLETED TRAVEL DOCUMENTS. HAVE A SAFE  
AND ENJOYABLE TRIP. ANY QUESTIONS PLEASE CALL ABOVE NUMBER.  
HST REGISTRATION R106346745  
TICO REGISTARATION 2392278

C/C      +45.<sup>20</sup>  
Total =      390.<sup>13</sup>  
                 xx

PHONE (807) 274-9895  
FAX (807) 274-2908



265 SCOTT STREET  
HST#R106346745

# international travel services (fort frances) Ltd.

FORT FRANCES, ONTARIO 22 JUNE 2017  
NAME RYAN/Paul (GORDON Paul)  
ADDRESS \_\_\_\_\_

POSTAL CODE \_\_\_\_\_

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	T. Bay - Ottawa		
	13-18 August		344 93
	Iata AIR SERVICE Fee		45 20
	Total HST = 44188		
	- OUR TRAVEL # 49655		

CLERK	CASH	C.O.D.	CHARGE	ON ACCT.	MOSE. RET.	PAID OUT	TAX	
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
I HAVE RECEIVED THE ABOVE IN GOOD ORDER.								TOTAL 390 13
<input checked="" type="checkbox"/>								

8407

TERMS 15TH OF MONTH FOLLOWING PURCHASE  
SERVICE CHARGE 24% PER YEAR APPLICABLE ON ALL ACCOUNTS OVERDUE (MINIMUM \$.50)

## Fee Receipt

PASSENGER  
SELECT

FLIGHT  
INFORMATION

BAGGAGE

ADDITIONAL TRAVEL  
INFORMATION

PRINT  
DOCUMENTS

Your fees have been successfully collected.

Departure Date: **2017-08-13**

Passenger: **GORDONPAUL RYAN**  
Departure city: **THUNDER BAY YQT**

Destination city: **OTTAWA YOW**

### Fee Breakdown:

Baggage fee	25.00 CAD
HST	3.25 CAD

**Total CAD: 28.25 CAD**

Form of payment used:

Please Note: This fee is non refundable.  
RC - HARMONIZED SALES TAX -CANADA NO. 100092287 RT0001

Please enter your email address if you wish to have this receipt emailed to you.

## Fee Receipt

PASSENGER SELECT	FLIGHT INFORMATION	BAGGAGE	ADDITIONAL TRAVEL INFORMATION	PRINT DOCUMENTS
---------------------	-----------------------	---------	----------------------------------	--------------------

Your fees have been successfully collected.

Departure Date: **2017-08-18**

Passenger: **GORDONPAUL RYAN**

Departure city: **OTTAWA YOW**

Destination city: **THUNDER BAY YQT**

**Fee Breakdown:**

Baggage fee	25.00 CAD
HST	3.25 CAD

**Total CAD: 28.25 CAD**

Form of payment used:

Please Note: This fee is non refundable.  
RC - HARMONIZED SALES TAX -CANADA NO. 100092287 RT0001

Please enter your email address if you wish to have this receipt emailed to you.







# LORD ELGIN

Paul Ryan

Canada

Company Name:

Group Name:

H.S.T: 102094604RT

**INVOICE**

Room No. : 0208  
Arrival : 08-13-17  
Departure : 08-18-17  
Folio No. : 190551  
Conf. No. : 384688  
Cashier No. : 38  
I.D.

Date	Description	Charges	Credits
08-13-17	Room Charge	365.00	
08-13-17	Destination Marketing Fee	10.95	
08-13-17	Room HST	48.87	
08-14-17	Room Charge	365.00	
08-14-17	Destination Marketing Fee	10.95	
08-14-17	Room HST	48.87	
08-15-17	Room Charge	365.00	
08-15-17	Destination Marketing Fee	10.95	
08-15-17	Room HST	48.87	
08-16-17	Room Charge	235.00	
08-16-17	Destination Marketing Fee	7.05	
08-16-17	Room HST	31.47	
08-18-17	Visa		1,547.98
		<b>Total Charges</b>	1,547.98
		<b>Total Credits</b>	1,547.98
		<b>Balance</b>	<b>0.00</b>

Page No. 1 of 1

*PAID IN ADVANCE  
By TOWN OF FORT FRANCES*

Job #

CAPITAL

## RECEIPT FOR CAB FARE

Amount \$40.00 Date 13 Aug 2017

From

To

Cab No. 764 Driver MRH.S.T. Included in meter fare  
Le prix inclus la T.V.H.

Job #

BLUELINE

## RECEIPT FOR CAB FARE

Amount \$37.00 Date 18-08-17

From

To

Cab No. Driver

H.S.T. Included in meter fare

Avis  
Airpark  
Thunder Bay, ON08/18/2017 2:13PM 01  
000000#1695 CLERK01

\*COPY\*

Reg. Park	6 @ \$7.96
SUBTOTAL	T2 \$47.76
MDSE ST	\$53.97
H. S. T.	\$47.76
	\$6.21

ITEMS	6Q
***TOTAL	\$53.97
CASH	\$60.00
CHANGE	5 Days \$6.03
	= 44.97 (tax incl)