

Ontario Energy Board
COST CLAIM FOR HEARINGS



Affidavit and Summary of Fees and Disbursements

This form should be used by a party to a hearing before the Board to identify the fees and disbursements that form the party's cost claim. Paper and electronic copies of this form and itemized receipts must be filed with the Board and served on one or more other parties as directed by the Board in the applicable Board order. Please ensure all required fields are filled in and the Affidavit portion is signed and sworn or affirmed.

Instructions

- Required data input is indicated by yellow-shaded fields. Formulas are present in the document to assist with the calculation of the cost claim.
- All claims must be in Canadian dollars. If applicable, state exchange rate and country of initial currency.
Rate: _____ Country: _____
- A separate "Detail of Fees and Disbursements Being Claimed" (comprising a "Statement of Fees Being Claimed" and a "Statement of Disbursements Being Claimed") is required for each consultant or lawyer/articling student/paralegal. However, only one "Summary of Fees and Disbursements" covering the whole of the party's cost claim should be provided.
- The cost claim must be supported by a completed Affidavit signed by a representative of the party.
- A CV for each consultant must be attached unless, for a given consultant, a CV has been provided to the Board in another process within the last 24 months.
- Except as provided in section 7.03 of the Practice Direction on Cost Awards, itemized receipts must be provided.

File # EB- <u>2011-0140</u>	Process: <u>Regional Planning (Energy) Phase 2</u>
Party: <u>Nishnawbe Aski Nation</u>	Affiant's Name: <u>Douglas Cunningham "Jeff Nelson"</u>
HST Number: <u>812027423 RT0001</u>	HST Rate Ontario: <u>13.00%</u>
Full Registrant <input type="checkbox"/>	Qualifying Non-Profit <input checked="" type="checkbox"/>
Unregistered <input type="checkbox"/>	Tax Exempt <input type="checkbox"/>
Other <input type="checkbox"/>	

Affidavit

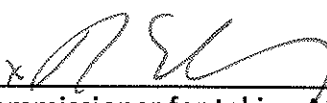
I, Jeff Nelson, of the City/Town of Thunder Bay
in the Province/State of Ontario, swear or affirm that:

1. I am a representative of the above-noted party (the "Party") and as such have knowledge of the matters attested to herein.
2. I have examined all of the documentation in support of this cost claim, including the attached "Summary of Fees and Disbursements Being Claimed", "Statement(s) of Fees Being Claimed" and "Statement(s) of Disbursements Being Claimed".
3. The attached "Summary of Fees and Disbursements Being Claimed", "Statement(s) of Fees Being Claimed" and "Statement(s) of Disbursements Being Claimed" include only costs incurred and time spent directly for the purposes of the Party's participation in the Ontario Energy Board process referred to above.
4. This cost claim does not include any costs for work done, or time spent, by a person that is an employee or officer of the Party as described in sections 6.05 and 6.09 of the Board's Practice Direction on Cost Awards.



Signature of Affiant

Sworn or affirmed before me at the City/Town of Thunder Bay,
in the Province/State of Ontario, **on** August 27, 2013,
(date)



Commissioner for taking Affidavits
ROBERT C. EDWARDS
HARRISTEN. SOLICITOR
ATTORNEY PUBLIC PROVINCE OF ONTARIO

**Ontario Energy Board
COST CLAIM FOR HEARINGS**



Affidavit and Summary of Fees and Disbursements

File # EB- 2011-0140

Process: Regional Planning (Energy) Phase 2

Party: Nishnawbe Aski Nation

Summary of Fees and Disbursements Being Claimed

Legal/consultant fees	\$20,493.00
Disbursements	\$948.20
HST	\$2,787.36
Total Cost Claim	\$24,228.56

Ontario Energy Board

COST CLAIM FOR HEARINGS



Detail of Fees and Disbursements Being Claimed

File # EB- <u>EB-2011-0140</u>	Process: <u>Regional Planning (Energy) Phase 2</u>
Party: <u>Nishnawbe Aski Nation</u>	Name: <u>Douglas Cunningham</u>
Completed Years Practising/Years of relevant experience <hr/> <div style="display: flex; justify-content: space-around;"> <div style="text-align: left;"> Counsel/Articling Student/Paralegal: <input checked="" type="checkbox"/> Consultant: <input type="checkbox"/> CV attached: <input type="checkbox"/> </div> <div style="text-align: right;"> <div style="border-bottom: 1px solid black; width: 100px; margin: 0 auto; text-align: center;">21</div> CV not required: <input type="checkbox"/> </div> </div>	

Statement of Fees Being Claimed

	Hours	Hourly rate	Subtotal	HST	Total
Preparation	62.10	\$330.00	\$20,493.00	\$2,664.09	\$23,157.09
Attendance - Technical Conference			\$0.00	\$0.00	\$0.00
Attendance - Settlement Conference			\$0.00	\$0.00	\$0.00
Attendance - Oral Hearing			\$0.00	\$0.00	\$0.00
Argument			\$0.00	\$0.00	\$0.00
Case Management		\$170.00	\$0.00	\$0.00	\$0.00
TOTAL LEGAL/CONSULTANT FEES					
			\$20,493.00	\$2,664.09	\$23,157.09

Statement of Disbursements Being Claimed

	Net Cost	HST	Total
Photocopies	\$457.75	\$59.51	\$517.26
Printing		\$0.00	\$0.00
Fax		\$0.00	\$0.00
Courier		\$0.00	\$0.00
Telephone		\$0.00	\$0.00
Postage		\$0.00	\$0.00
Transcripts		\$0.00	\$0.00
Travel: Air	\$363.45	\$47.25	\$410.70
Travel: Car		\$0.00	\$0.00
Travel: Rail		\$0.00	\$0.00
Travel (Other):		\$0.00	\$0.00
Parking		included	\$0.00
Taxi or Airport Limo		\$0.00	\$0.00
Accommodation	\$127.00	\$16.51	\$143.51
Meals		\$0.00	\$0.00
Other:		\$0.00	\$0.00
TOTAL DISBURSEMENTS:			
	\$948.20	\$123.27	\$1,071.47

Douglas M. Cunningham, Barrister and Solicitor

10 King Street East
Suite 600
Toronto, ON M5C 1C3 Canada

Ph: (416) 703-5400

Fax: (416) 703-9111

Nishnawbe Aski Nation
710 Victoria Street East
Thunder Bay, ON
P7C 5P7 Canada

August 23, 2013

File #: 10059
Inv #: 66

RE: NAN re: East West Tie

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jul-24-12	Review of letters from Paul Manning and Mark Rubenstein	0.20	66.00	DMC
Jul-28-12	Reviewing correspondence from Board, including Procedural Order No. 4, and from Hydro One re: EWT LP	0.30	99.00	DMC
Aug-01-12	Review of letter from EWT LP re: compliance with Board's order; review of letter from Osler concerning Hydro One Inc.'s compliance with Board's order and administration of EWT LP; quick review of cost claim of School Energy Coalition	0.50	165.00	DMC
Aug-13-12	Review of various correspondence received in respect of the OEB proceeding from August 1 to 13, 2012	0.30	99.00	DMC
Aug-20-12	Review of OEB Phase 1 Decision and Order; phone call with Anne-Marie Reilly (Hydro One Networks) re: cost claims and related issues; phone call to A. Maciel re: same; phone call to NAN's offices	0.80	264.00	DMC
Aug-21-12	Drafting letter to Board re: cost claim; instructions to A. Maciel concerning same; phone call to NAN's office to determine which new Executive Members will have carriage of this file	0.70	231.00	DMC

Aug-22-12	Working on section in Briefing Note for NAN Executive re: energy-related matters and the East-West Tie; phone call to Mel Stewart re: same	0.40	132.00	DMC
Aug-24-12	Email to NAN representatives to explain Cost Claim process; email and letter from Board re: parties, including NAN, who are to have Cost Claim submitted by mid-September 2012	0.40	132.00	DMC
Aug-30-12	Emails to and from Jeff Nelson (NAN); email from Torys LP re: EWT LP compliance with Board's order	0.30	99.00	DMC
Sep-18-12	Review of email and attached correspondence from counsel for TPT; review of Board's Decision and Order on the Board's own motion to review Phase 1 Decision and Order on Cost Awards	0.30	99.00	DMC
Oct-03-12	Review of Board's letter concerning information requested from Hydro One Networks Inc.	0.20	66.00	DMC
Oct-19-12	Correspondence from Glenn Zacher concerning declaration and undertakings and protection and access of certain information within the proceeding; review of the Board's letter concerning access to certain unredacted information for certain parties to the proceeding	0.30	99.00	DMC
Nov-07-12	Review of email from counsel for TPT; correspondence from Northwatch enclosing lengthy motion record	0.80	264.00	DMC
Nov-15-12	Review of email and attached letter from Board concerning TPT's request for access to unredacted documentation files by Hydro One Networks	0.20	66.00	DMC
Nov-21-12	Review of various emails and letters received from November 16 to 21, 2012 concerning certain deadlines, the proposed hearing schedule, and interrogatories	0.30	99.00	DMC
Dec-19-12	Review of emails from December 11 to 19, 2012 on issues coming duty to consult with First Nations, request by UCT to get access to	0.40	132.00	DMC

certain unredacted documentation, and similar request from Pic River First Nation

Jan-09-13	Review of OEB's Procedural Order No. 5 (dated 8 January 2013)	0.20	66.00	DMC
Jan-10-13	Review of emails from counsel for RES Canada Transmission LP, Jennifer Lea, and information relating to the electronic data room to permit transmitters to pose questions to certain parties, etc.	0.80	264.00	DMC
Jan-15-13	Review of Board's reply to RES Canada's previous correspondence; letter from counsel for AltaLink Canada raising confidentiality concerns and requesting certain protections; review of submission from Metis Nation of Ontario about implementation of Ontario Government policy and exclusionary effects of same; letter from counsel for School Energy Coalition outlining certain objections to RES Canada's confidentiality requests; review of letter from counsel for EWT LP taking issue with RES Canada's confidentiality requests	1.20	396.00	DMC
Jan-19-13	Reply submission of RES Canada to objections raised by other parties	0.20	66.00	DMC
Jan-25-13	Review of OEB Decision and Order concerning confidentiality requests by RES Canada; letter from Torys LLP re: non-financial information from RES Canada; and review of similar letter from FMC Law	0.50	165.00	DMC
Jan-31-13	Review of Board's reply letter to RES Canada correspondence (25 January 2013); Board memo to all parties concerning OPA Report and IESO Feasibility Study; review of Interrogatories from the Power Workers' Union; interrogatories of Metis Nation of Ontario, and those of NOMA	1.10	363.00	DMC
Feb-06-13	Review of non-confidential Financial Statements of RES Canada and email re: same	0.30	99.00	DMC
Feb-22-13	Email confirming representational issues relating to the Metis Nation of Ontario, with attachments	0.20	66.00	DMC
Mar-04-13	Review of Procedural Order No. 6 (dated 4	0.90	297.00	DMC

	March 2013), including questions for various applicants			
Mar-18-13	Letter from Jennifer Lea re: Procedural Order No. 6 and proposed sessions in Thunder Bay; review of clarification of Interrogatory 22 from IESO	0.20	66.00	DMC
Mar-21-13	Email to Deputy Grand Chief Les Louttit re: proposed sessions in Thunder Bay and forwarding Procedural Order No. 6; email from Board concerning certain interrogatories drafting letter to the Board re: time for NAN on May 3, 2012 to make a presentation	0.30	99.00	DMC
Mar-22-13	Phone call with counsel for NOMA and Thunder Bay concerning common issues in the proceeding, and submissions to be made in early May 2013; drafting letter to the Board re: time for NAN on May 3, 2012 to make a presentation	0.70	231.00	DMC
Mar-23-13	Review of email from counsel for NOMA and City of Thunder Bay and attached summary of positions of the applicants on various issues	0.40	132.00	DMC
Mar-27-13	Review of information concerning change in counsel for Pic River First Nation; email to Board Secretary concerning NAN's submissions to the OEB in early May 2013	0.30	99.00	DMC
Mar-29-13	Review of CNPI's responses to interrogatories and those of AltaLink Ontario LP	1.50	495.00	DMC
Mar-30-13	Interrogatory responses from Icon/TPT, and RES Canada responses (to all Applicants)	2.20	726.00	DMC
Mar-31-13	Reviewing RES Canada interrogatory responses to Ontario Energy Board interrogatories; review of interrogatory responses of EWT LP (Part I of II)	1.80	594.00	DMC
Apr-02-13	Review of interrogatory responses of UCT	1.20	396.00	DMC
Apr-08-13	Review of OEB Staff Submission for Phase 2; email from Jennifer Lea concerning time slots for presentations in Thunder Bay; email to Mel Stewart re: same; review of Schedule	1.10	363.00	DMC

for proposed May 2-3, 2013 sessions; phone call to Mel Stewart concerning his role in providing information for NAN's submissions to the OEB

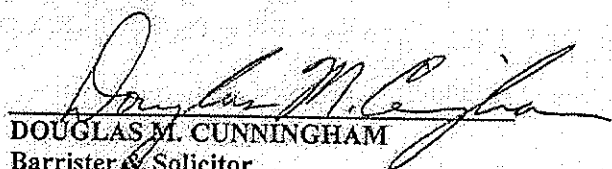
Apr-11-13	Review of email from Board concerning updated distribution list; reviewing file on energy-related documents re: Northwestern Ontario for proposed submission to the OEB in early May 2013	0.80	264.00	DMC
Apr-20-13	Reviewing Arguments in Chief of Icon Transmission Inc. and UCT, Inc.	1.30	429.00	DMC
Apr-21-13	Reading Arguments in Chief of EWT LP and AltaLink Ontario LP; collecting documentation to prepare submission for May 3, 2013 attendance in Thunder Bay	1.80	594.00	DMC
Apr-23-13	Review of Arguments in Chief of RES Canada and Canadian Niagara Power Inc.	1.40	462.00	DMC
Apr-26-13	Review of email re: IESO contact information; email to Deputy Grand Chief Les Louttit relating to Oral Hearings in Thunder Bay on May 2-3, 2013 and participation by NAN executive members; reviewing energy-related material for submissions to be made to OEB on May 3, 2013; further review of Argument in Chief documentation; review of MNO letter concerning Procedural Order No. 6	1.70	561.00	DMC
Apr-29-13	Emails to and from Jason Smallboy (NAN); review of email from Board Secretary forwarding Procedural Order No. 7; email from Jennifer Lea concerning presentations in Thunder Bay on May 2-3, 2013 and attached Schedule	0.60	198.00	DMC
Apr-30-13	Review of previous Briefing Notes on East-West Tie issues and other documentation, and drafting submissions to be made to OEB on May 3, 2013; email to J. Smallboy (NAN) re: same	2.60	858.00	DMC
May-01-13	Review of OEB Schedule for May 2-3, 2013 Oral Hearing; review of various background documents and drafting submissions to be made to OEB on May 3, 2013	4.70	1,551.00	DMC

May-02-13	Attending Oral Hearing in Thunder Bay; meeting with Jason Smallboy (NAN) re: NAN's presentation; liasing with Nick Melchiorre re: common issues between his clients and NAN; reviewing materials from City of Thunder Bay, NOMA, and the Energy Task Force; drafting NAN's submissions for presentation to OEB	8.90	2,937.00	DMC
May-03-13	Finalizing submissions for OEB Oral Hearing; Meeting with Ben Cheechoo (NAN) and Jason Smallboy (NAN) before and after the Hearing; travelling back to Toronto	6.50	2,145.00	DMC
May-10-13	Review of OPA submission for Phase II; making revisions to written version of NAN submission to OEB (May 3, 2013) and email to Patrick Keenan (OEB) attaching same; review of written HONI submission and NOACC-NOMA submissions	2.10	693.00	DMC
May-12-13	Review of written submissions of Metis Nation of Ontario filed with the OEB	1.20	396.00	DMC
May-15-13	Review of letter from the OEB forwarding submission of Red Sky Metis Independent Nation, and written submission of Northwatch	0.80	264.00	DMC
Jun-05-13	Reviewing Reply submissions of CNPI, and UCT	1.20	396.00	DMC
Jun-06-13	Reviewing Reply submissions of AltaLink Ontario LP, EWT LP, and Icon Transmission Inc	2.30	759.00	DMC
Jun-07-13	Reading Reply submissions of RES Canada Transmission LP	1.10	363.00	DMC
Jun-15-13	Reviewing email and attached corrections from UCT for its Reply submissions	0.20	66.00	DMC
Jun-27-13	Reviewing email and letter from counsel for EWT LP re: certain allegations that evidence had been mischaracterized to the Board	0.20	66.00	DMC
Aug-07-13	Review of email from Board Secretary and attached East-West Tie Line Designation Phase 2 Decision and Order	1.20	396.00	DMC

Totals	62.10	\$20,493.00
Total HST on Fees		2,664.09

DISBURSEMENTS

	Photocopies	457.75
May-02-13	Travel - Flight to and from Thunderbay - D. Cunningham	363.45
	Travel - Hotel Valhalla Inn May - D. Cunningham	127.00
	Totals	<u>\$948.20</u>
	Total HST on Disbursements	123.27
	Total Fee, Disbursements and HST	<u>\$24,228.56</u>



DOUGLAS M. CUNNINGHAM
Barrister & Solicitor

Tax ID No. 864856695 RT0001

*tax exempt

Accounts are payable upon receipt. Unpaid accounts are subject to a 2.0% interest charge per month.



Douglas M. Cunningham
10 King Street East
Suite 600
Toronto, ON M5C 1C3
Canada

Company Name:

Group Name:

INVOICE

HST No.: RT 895695716

Room No. 148
Arrival 5/2/2013
Departure 5/3/2013
Invoice No. 11110327882
Conf. No. 11110327882
Cashier No.
Purchase Order
AVR No.

Date	Description	Charges	Credits
5/2/2013	Room Charge #148 Cunningham, Douglas	127.00	
5/2/2013	Harmonized Sales Tax	16.51	

Total Charges	143.51	
Total Credits		0.00
Balance	143.51	

Page No. 1 of 1

Signature:

I Valhalla Inn Rd., Thunder Bay, Ont. L2E 4J1 • Telephone (807) 577-1121 • Fax (807) 475-4723 • E-Mail administration@valhalla.com • Website valhalla.com
I agree to the charges and understand that any outstanding charges will be charged to my credit card after departure
For reservations call toll-free 1-800-964-1121

CANADA & UNITED STATES





Douglas Cunningham <douglasmcunningham@gmail.com>

Itinerary - Please do not reply to this email

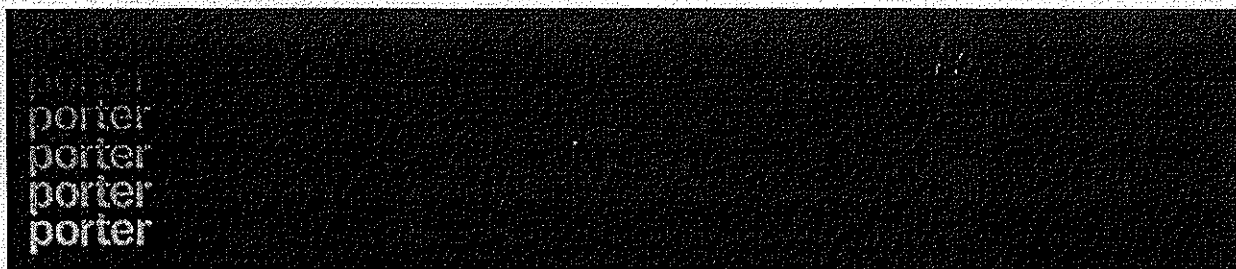
1 message

PorterAirlines@flyporter.com <PorterAirlines@flyporter.com>

Wed, Apr 24, 2013 at 4:03 PM

Reply-To: PorterAirlines@flyporter.com

To: douglasmcunningham@gmail.com

**Passenger Itinerary**

Thank you very much for your business. We have confirmed your reservation in our system. You will not receive a paper ticket. Please review flight information for accuracy and make note of ID requirements and recommended check-in times. You may print this itinerary for your reference.

MR. DOUGLAS M. CUNNINGHAM
23 ROSE AVENUE
TORONTO, ON M4X 1N7
CANADA

Confirmation Number:	07VZ8G	Agent Name:	WEBANON
Booking Date:	24 Apr 2013	Booked By:	

Passenger Information:

Name	VI Porter Number	Flight #/Seat #
Mr. Douglas M. CUNNINGHAM		631/NA 636/NA

Flight Information:

Date	Flight	Depart	Arrive	Stops
02 May 2013	631	Toronto (YTZ) 08:00	Thunder Bay (YQT) 10:00	
03 May 2013	636	Thunder Bay (YQT) 16:00	Toronto (YTZ) 17:50	

Fare Summary (CAD):

Base Fare:	\$293.00
NAV and Surcharges:	\$36.00
Air Traveller Security Charge:	\$14.24

Airport Improvement Fee:	\$20.00
Harmonized Sales Tax:	\$47.23
Total Fare Price:	\$410.47
Visa:	\$410.47
Balance Due:	\$0.00

GST/HST Number: 841583271

QST Number: 1212573775

Baggage Policy:

TWO items of carry-on baggage are permitted per fare-paying passenger.

- Carry-on baggage is limited to two pieces:
 - 1 standard article not exceeding 55 cm x 40 cm x 23 cm (21.5" x 15.5" x 9") and weighing less than 9 kg (20 lbs)
 - 1 personal article not exceeding 43 cm x 33 cm x 16 cm (17" x 13" x 6") and weighing less than 9 kg (20 lbs)
- Items that are not permitted in carry-on baggage aboard the aircraft are those that present a potential hazard. They include, but are not limited to, weapons, tools, restraining devices, toy weapons, cutting and puncturing devices (knives, box cutters, scissors, straight razors) ice skates and other hazardous items as defined and regulated by law including explosives, poisons, and other toxic materials.
- All carry-on baggage must fit in the sizing units located both at check-in and the gate areas.
- On board the aircraft, all carry-on baggage must be stowed under the seat or in the overhead compartments.
- The following items are not counted as carry-on: coats, cameras, receptacles containing human remains, containers carrying life sustaining items, strollers, child restraint systems, crutches, canes, walkers and other such items.
- Porter may require that an item of carry-on baggage travel as checked luggage if the bag cannot be safely stowed in the cabin.

ONE item of checked baggage is permitted, free of charge, per fare-paying passenger.

- One piece of checked baggage is accepted free of charge for each fare paying passenger.
- The total combined weight of all checked baggage is limited to 23 kg (50 lbs).
- The weight of the baggage is combinable for passengers booked under the same reservation file.
- A second piece of checked baggage is permitted for a charge of \$20 CAD/USD per direction.
- There is a \$50 CAD/USD charge per additional bag, over and above 2 pieces of baggage.
- Any combined weight above 23 kg (50 lbs) will be charged at a rate of \$5 CAD/USD per kg.
- No single piece can weigh more than 32 kilos (70 lbs).
- The maximum size allowed is 158 cm (62 in) total dimension (the sum of the length, width and height).
- The only exceptions to the additional baggage fees are skis and snowboards.

Please note: In the event that passengers have both excess and overweight baggage, both charges will apply.

For more information on Porter's baggage policy, please consult www.flyporter.com/Travel/Baggage-Allowance?culture=en-CA.

Identification Requirements:

- To board a flight within Canada, all passengers are required to present one piece of valid government-issued identification that includes a photograph and the passenger's name, date of birth and gender, or two pieces of valid government-issued identification, at least one of which shows the passenger's name, date of birth and gender, without photographs. IMPORTANT – the name on the identification must match the name on the boarding pass.
- All passengers travelling to and from the United States are required to present a valid passport. Citizens of countries other than Canada and the United States should contact their consulate or embassy for boarding requirements. Proof of onward or return travel may be required at check-in.
- When you arrive at Newark, Boston or Washington Dulles airports, pre-approved travellers can use the NEXUS/Global Entry Kiosks. When you arrive at Billy Bishop Toronto City Airport, pre-approved

travellers can use the Nexus kiosk with iris recognition scanning. Please note that you should still carry your passport at all times.

For more information on Identification Requirements, please visit [Identification Requirements](#)

Auto Check-in

No need to check-in; Auto Check-in will do it for you!

Prior to departure, Porter will issue a print friendly version and an electronic version of your boarding pass. It will be attached to the Flight Reminder sent to the email address on file. Before arriving at the airport, please print a paper copy of your boarding pass or verify that you are able to view the electronic version of the boarding pass on your internet enabled mobile device.

Not all reservations are eligible for Auto Check-in; please visit [Auto Check-in](#) for further details.

Seat Selection

Seat numbers are assigned prior to departure, unless otherwise pre-selected at this time.

Firm fare reservations will be charged \$15 CAD/USD (plus tax) per flight for seat selection. There is no additional charge for Flexible or Freedom fare reservations.

Visit [My Bookings](#) to pre-select a seat more than 24 hours before a flight. After you have been Auto Checked-in and a seat has been assigned, visit [Web Check-in](#) to change seats.

You can select your seat preferences (aisle or window and the area of the plane through your [VIPorter](#) account. We will attempt to accommodate your preferences when automatically assigning seats.

For operational reasons, Porter reserves the right to change seats at any time.

Arrival, check-in and boarding times depend on the originating airport as outlined below:

Canada:

	Billy Bishop Toronto City Airport	Other Airports
Recommended Arrival Time	30 min	60 min
Check-In Closes	20 min	30 min
Boarding Time	15 min	20 min

U.S.:

	Billy Bishop Toronto City Airport	Other Airports
Recommended Arrival Time	60 min	90 min
Check-In Closes	45 min	60 min
Boarding Time	15 min	20 min

All times prior to scheduled departure time.

Please note that failure to meet the required times may result in reassignment of seats or cancellation of booking without compensation.

Fare Rules:

Please note:

- Tickets are non-transferable.

- No-shows are not permitted, and result in the forfeit of the full amount of the fare at departure time. Please note that no-shows at original point of departure will also result in cancellation of remainder of passenger's through and connection flights.
- Credit can be used to purchase future flights up to 12 months from original ticket issuance, either online or by calling Porter Customer Care at 1-888-619-8622.

Firm Fare:

- Changes or cancellations are permitted online or through the Call Centre up to 1 hour prior to departure time for a fee of \$75 CAD/USD per passenger per direction change plus fare difference and applicable taxes.
- Same-day changes are permitted at the airport for a \$150 CAD/USD flat fee per direction plus applicable taxes, subject to availability.
- Same-day changes are permitted at the airport for travel between Toronto and Montréal or Ottawa for a \$75 CAD/USD flat fee per direction plus applicable taxes, subject to availability.
- Cancelled flights are credited (less change fee) for future Porter flights. Credit for future Porter flights is valid for 12 months from original ticket issuance.
- Advanced seat selection is \$15 CAD/USD per direction plus applicable taxes.
- Premium seat selection is \$30 CAD/USD per passenger per direction plus applicable taxes.
- Eligible VIPorter members earn 375 VIPorter Points per one-way Firm Fare flight.

Firm Fare:

- Changes or cancellations are permitted online or through the Call Centre up to 1 hour prior to departure time for a fee of \$75 CAD/USD per passenger per direction change plus fare difference and applicable taxes.
- Same-day changes are permitted at the airport for a \$150 CAD/USD flat fee per direction plus applicable taxes, subject to availability.
- Same-day changes are permitted at the airport for travel between Toronto and Montréal or Ottawa for a \$75 CAD/USD flat fee per direction plus applicable taxes, subject to availability.
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- Eligible VIPorter members earn 375 VIPorter Points per one-way Firm Fare flight.

Connecting Flights:

For more information on connecting flights, please consult www.flyporter.com/Travel/Connecting-Flights.

VIPorter Frequent Flyer Program:

Registered VIPorter members can earn VIPorter Points each time they travel and can redeem them for rewards in as few as five flights.

Fare Class Flown	VIPorter Points earned (per one-way flight)
Firm Class	375
Flexible Class	750
Freedom Class	1500

7500 Points are required to redeem a complimentary one-way flight. For more information, visit www.flyporter.com.

Getting to the airport:

Billy Bishop Toronto City Airport shuttle bus service temporary relocation - As of December 17, 2012

Due to city road closures, the shuttle pick-up and drop-off location downtown is moving to the south west side of Front St. The designated stop is located near Casey's Bar and Grill.

This change is for an indefinite period. Updates will be provided as construction progresses.

Our airport shuttle offers comfortable and complimentary service between downtown and Billy Bishop Toronto City Airport, approximately every 15 minutes. Times may vary due to traffic and road conditions

Paid parking is available at Toronto City Airport at independent lots. However, the number of spots is extremely limited. We recommend that passengers flying into or out of Toronto City Airport use the free shuttle service between the ferry terminal and downtown Toronto. Passenger may also take advantage of the terminal's quick turn-around to access the airport by taxi or car service.

Contact Us:

- To manage your booking online, please go to <https://www.flyporter.com/Flight/My-Bookings?culture=en-CA>
- For further information on Porter Airlines policies and procedures, please go to www.flyporter.com.
- To speak to a Contact Centre representative, please call (888) 619-8622.

Pet Policy

For more information on Porter's pet policy, please consult www.flyporter.com/Pets.