

# **AHS Board and Executive Expense Report**

Name Colleen Turner

**Title** VP Community Engagement & Communications

**Location** Edmonton

Expenses submitted during the month of April 2017

				Travel (1)										
MMM-YY	Source Document	Purpose	A	irfare	ı	Meals	Accommoda	ation	Oth Trav		Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Apr-17	P-Card	Meetings						497		387	884			
Apr-17	Expense Claim	Meetings				118		.,,		67	185			
Apr-17	Direct Billing	Meetings		2,263						179	2,442			
Total			\$	2,263	\$	118	\$	497	\$	633	\$ 3,511	\$	- \$ -	\$ -

Total for

**the Month** \$ 3,511

Maximum daily single meal expense claimed in the month \$ 24 Maximum daily base hotel rate claimed in the month \$ 169 Non economy air travel in the month \$ -

### 1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

### 2) Professional Development

Includes conference, seminar and course registration fees and material

#### 3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

#### 4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

### 5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

# **AHS Public Disclosure P-Card**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total										
COLLEEN	VP Community Engagement & Communications	Calgary	\$ 883.98										
Expense Date	Business reason		Expense Location	Expense Type	Amount		From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Dista
3/26/2017	CREDIT - Metterra		AB - Other Zones	Accommodations	\$ (3	3.15)			CREDIT from Metterra hotel on Whyte after incorrect charge on room for food not taken.	1			
4/3/2017	Diamond Taxi in Edmonton		AB - Other Zones	Taxi	\$ 60		Edmonton Airport		Diamond Taxi from Edmonton Airport to Metterra Hotel on Whyte Ave for overnight stay prior to all-day ELT meeting the next day.	1			
4/4/2017	ELT meeting in Edmonton		AB - Other Zones	Accommodations	\$ 159	9.61			ELT meeting in Edmonton on April 4. Stayed overnight at the Metterra on Whyte Ave on April 3 to be available for 8 a.m. meeting start.	1			
4/4/2017	Parking at Calgary Airport		AB - Other Zones	Parking - Lot or Parkade	\$ 29.	0.35			Parking at Calgary Airport for flight to Edmonton and overnight stay accommodate for all day ELT meeting.	1			
4/4/2017	Diamond Taxi in Edmonton		AB - Other Zones	Taxi	\$ 73.		Metterra Hotel	Edmonton Airport	Two trips with Diamond Taxi. First trip was from Metterra Hotel to Seventh Street plaza for all day ELT meeting. Second trip was from Seventh Street plaza to Edmonton Airport. Charged for both trips in a single transaction.	1			
4/10/2017	Physician meeting in Red De	eer	AB - Other Zones	Parking - Lot or Parkade	\$ 8.	.50			Parking at Red Deer Regional Hospital for meet and greet with Physicians. Dr. Verna Yiu attended this meeting with Colleen	1			

# **AHS Public Disclosure P-Card**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 883.98									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location		# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/11/2017	ELT meeting in Edmonton		AB - Other Zones	Accommodations	\$ 181.0	03		ELT meeting in Edmonton on April 11. Stayed overnight at the Metterra on Whyte Ave on April 10 to be available for 8 a.m. meeting start.	1			
4/11/2017	Fuel for rental car			Fuel	\$ 41.9	Calgary to Red Deer	Red Deer to Edmonton then home	Fuel for rental car. Trip was from Calgary to Red Deer with Dr. Verna Yiu for physician meeting. Then from Red Deer to Edmonton for all day ELT meeting. Then from Edmonton to home after meeting.	1			
4/11/2017	Parking at Seventh Street Plaza		AB - Other Zones	Parking - Lot or Parkade	\$ 35.0	00		Parking of rental car at Seventh Street Plaza for all day ELT meeting on April 11.	1			
4/12/2017	Fuel for rental car		AB - Other Zones	Fuel	\$ 33.7	8 Calgary to Red Deer	Red Deer to Edmonton then back to Calgary	Fuel for rental car. Trip was from Calgary to Red Deer with Dr. Verna Yiu for physician meeting. Then from Red Deer to Edmonton for all day ELT meeting. Then from Edmonton to home after meeting.	1			
4/18/2017	Diamond taxi to Airport		AB - Other Zones	Taxi	\$ 60.0	Seventh Street Plaza	Edmonton Airport	Diamond taxi from Seventh Street plaza to Edmonton Airport after all day ELT meeting in Edmonton.	1			
4/18/2017	ELT meeting in Edmonton		AB - Other Zones	Accommodations	\$ 159.6	51		ELT meeting in Edmonton on April 18. Stayed overnight at the Metterra on Whyte Ave on April 17 to be available for 8 a.m. meeting start.	1			

# **AHS Public Disclosure P-Card**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 883.98									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/18/2017	Diamond taxi to SSP		AB - Other Zones	Taxi	\$ 16.00	Metterra Hotel on Whyte ave		Diamond taxi from Metterra hotel on Whyte Ave to Seventh Street Plaza in Edmonton.	1			
4/18/2017	Parking at Calgary Airport		AB - Other Zones	Parking - Lot or Parkade	\$ 29.35			Parking at Calgary Airport for flight to Edmonton and overnight stay to accommodate for all day ELT meeting.	1			
Approver(s) fo	or the claim	Approval Statu	s	Approval Date	•	•	•				•	

17-May-17

Approve

YIU, VERNA





Ms. Colleen Turner

Mis. Conten Turne.

Guest Name:

Room Number:

03-13-17

Arrival Date: Departure Date:

03-14-17

Page No:

1 of 1

### INFORMATION INVOICE

Folio No:

03-26-17

Date	Description	100 100 100 100 100 100 100 100 100 100	Charges	Credits
03-13-17	Room	THE PROPERTY OF THE PROPERTY O	149.00	* ***
03-13-17	Destination Marketing Fee - 3%		4.47	
03-13-17	Tourism Levy - 4%		6.14	
03-13-17	Room GST - 5%		7.67	
03-14-17	Mastereard			167.28
03-14-17	Energy Bar - Minibar		3.00	
03-14-17	GST - 5%		0.15	
03-14-17	Mastercard			3.15
03-26-17	Adj - Energy Bar - Minibar		(-3.00) - CT	edit
03-26-17	Adj - GST 5%		(-0.15	
03-26-17	Mastercard		**************************************	-3.15
MACAGARAGA AND AND AND AND AND AND AND AND AND AN		Total	167.28	167.28
		Balance	0.00	***************************************

Signature:

Lagree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0009

# RECEIPT GST NO. R122556194



TKT NO

POF: IN: 04/03/17 18:33 OUT:04/04/17 18:16

PAID: \$ 29.25 DURATION: @ 23: 43 (GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN. TO EXIT







DIAMOND SEDAN AND TAXI 2628 43 ST EDMONTON, AB TEL 5G1

Merchant Term ID:

Purchase

MasterCard

Entry Method: Chip

Batch#:

04/03/17

20:47:59

Ref# Inv #: Appr Code: Amount: \$ 55.00

Tip: \$ 5.00 Total: 60.00

Customer Coay

DIAMOND SEDAN AND TAXI 2628 43 ST EDMONTON. AB T6L 5G1

Merchant Term ID:

Purchase

MasterCard

AID:

Entry Method: Chip

Batch#

04/04/17

15:52:59

73.00

Ref#: Inv #: ppr Code 67.90 Amount: 6.00 \$ Tip:

\_\_\_\_\_\_ \$ Total:

\* Two trys





Colleen Turner

Guest Name:

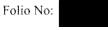
Room Number:

Arrival Date: Departure Date: 04-03-17 04-04-17

Page No:

1 of 1

# INFORMATION INVOICE



04-28-17

Date	Description		Charges	Credits
04-03-17	Room		149.00	
04-03-17	Destination Marketing Fee - 3%		4.47	
04-03-17	Tourism Levy - 4%		6.14	
04-04-17	Mastercard			159.61
		Total	159.61	159.61
		Balance	0.00	

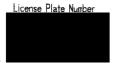
Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0009

RECEIPT



Red Deer Regional Hospital



Expiration Date/Time

11, 2017

Purchase Date/Time: 08:57am Apr 10, 2017

Total Due: \$6.50 Rate: VALU-HATE 24HR/\$6.50 Total Paid: \$8.50 Payment Type: Card

Ticket #4 S/N #:

Setting: Red Deer

Mach Name

lasterCard

Auth

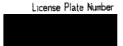
DO NOT PLACE ON DASH

(8) RECEIPT Impark Lot 383

MAKING RECEIPT

PARKING REGERT PARKING RECEIPT

PARKING RECEIPT



Expiration Date/Time

Purchase Date/Time: 06:11am Apr 11, 2017 Total Parking: \$33.33

Total GST: \$1.67

Total Due: \$35 00 Total Paid: \$35.00 Rate: \$35 - All Day To 6PM Payment Type: Card

Ticket # S/N #

Setting: Lot 383 Mach Name:

Auth #

gst #887315638RT0006 NO IN AND OUT PRIVILEGES

DIAMOND SEDAN AND TAXE 2628 43 ST EDMONTON, AB TEL 5G1

Merchant ID: era ID:

Purchase

MasterCard

Entry Method: Chip

Batch

04/18/17

07:58:51

16.90

Appr Code: Amount: 12.00 Tip: 4.00

Total:

Customer Copy

GST NO. R122556194 RECEIPT

REF. YOU HAVE

CALGARY INTERNATIONAL ARPORT

O O PIYTYC

55,88

Custamer Copy

DIAMOND SEDAN AND LAXI 2628 43 ST EDMONTON, AB TGL 5G1

Merchant Term 10:

Purchas

Entry Method: Chip asterCard

Batch#:

04/18/17

Amount:





Colleen Turner

Room Number: Arrival Date:

Departure Date:

04-10-17 04-11-17

Page No:

1 of 1

Guest Name:

### INFORMATION INVOICE

Folio No:

04-11-17

Date	Description	A.A. ADDITIONAL AND ADDITIONAL ADDITIO	Charges	Credits
04-10-17	Room	EXAMINATION AND PROPORTION AND PROPORTION OF THE PROPERTY OF T	169.00	******
04-10-17	Destination Marketing Fee - 3%		5.07	
04-10-17	Tourism Levy - 4%		6.96	
04-11-17	Mastercard			181.03
		Total	181.03	181.03
		Balance	0.00	

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0009

# Written Attestation for Lost Receipt

Date: Opni 11, 2017 Location: Edmonton	Amount: \$41.90
Location: Edmonton	>

Fuel for rental car at Esso.

- The above receipt has been misplaced
- The expense was incurred and related to AHS business
- The expense has not been previously claimed

College Turner

**Employee Authorization** 

Dr. Verna Yiu Claim Approver

Date Signed: <u>28-Apr-2017</u>

Date Signed: \_\_\_\_\_\_\_ May 1, 2017



# Written Attestation for Lost Receipt

Date: Opril 12,2017 Location: Calgary Expense reason:	Amount: 🕭	33.78
Expense reason:		

Fuel for rental car

- The above receipt has been misplaced
- The expense was incurred and related to AHS business
- The expense has not been previously claimed

**Employee Authorization** 

Dr. Verna Yiu Claim Approver

Date Signed: <u>20 - apr - 2017</u>

Date Signed: May 1, 20 Ff





Colleen Turner

Guest Name:

Room Number:

Arrival Date:

04-17-17 Departure Date: 04-18-17

Page No: 1 of 1

### INFORMATION INVOICE

Folio No:

04-28-17

Date	Description		Charges	Credits
04-17-17	Room		149.00	***************************************
04-17-17	Destination Marketing Fee - 3%		4.47	
04-17-17	Tourism Levy - 4%		6.14	
04-18-17	Mastercard			159.61
		Total	159.61	159.61
	•	Balance	0.00	

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0009

# **AHS Public Disclosure Expense Claims**

Claimant	Claimant Title	Claimant	Expense Claim	]								
Name		Location	Total									
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 184.68									
Expense Date	Business reason	•	Expense Location	Expense Type	Amount	From Location	To Location		# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/3/2017	ELT meeting			Mileage-Other	\$ 16.67	Home	YYC Calgary Airport	ELT Meeting - drive from home to YYC Airport	1			33
4/3/2017	ELT Meeting		AB - Other Zones	Meals Per Diem	\$ 23.50			Attend ELT - claim for breakfast and lunch Bfast \$10.50 Lunch \$13.00	1			
4/4/2017	ELT meeting			Mileage-Other	\$ 16.67	YYC Calgary Airport	Home	Attend ELT Meeting - travel from Calgary Airport to Home.	1			33
4/10/2017	Meeting at the Red Hosptial	Deer	AB - Other Zones	Meals Per Diem	\$ 47.50			Opening of the obstetrical operating room at the Red Deer Hospital - departed Calgary at 6 a.m breakfast, lunch and dinner. Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
4/11/2017	iExpense		AB - Other Zones	Meals Per Diem	\$ 23.50			Attend ELT meeting in Edmonton - breakfast and lunch Bfast \$10.50 Lunch \$13.00	1			
4/17/2017	ELT meeting			Mileage-Other	\$ 16.67	Home	YYC Calgary Airport	ELT meeting - drive from Home to Calgary Airport	1			33
4/18/2017	ELT meeting			Mileage-Other	\$ 16.67	YYC Calgary Airport	Home	ELT meeting - from the Calgary Airport to Home.	1			33
4/18/2017	ELT meeting		AB - Other Zones	Meals Per Diem	\$ 23.50			Attend ELT - claim for breakfast and lunch Bfast \$10.50 Lunch \$13.00	1			
Approver(s)	for the claim	Approval S	Status	Approval Date								

YIU, VERNA

Approve 17-May-17





# **Expense Report Direct Bill Summary**

### **Purpose of This Form:**

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

### **Expenses Paid Directly to Third Party Vendors:**

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS.

Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

# **Direct Bill Report**

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.

•	Indicate whether you have expenses to report in this section for this reporting period:	YES	
			_

Name: Colleen Turner	Reporting Period for the Month of :	April 2017
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid	d
7-Mar-2017	Direct Billing	Airline Ticket	Flight from Calgary/Edmonton return - using credits. ELT and LRP meeting with Minister. LRP meeting changed and Colleen no longer attended which resulted in us cancelling this flight.	Marlin Travel	150.0	00 1
13-Mar-2017	Direct Billing	Airline Ticket	Flight from Calgary/Edmonton return - ELT Meeting March 14	Marlin Travel	399.1	16 2
21-Mar-2017	Direct Billing	Airline Ticket	Flight from Calgary/Toronton - guest at the Media Guidelines Roundtable held in Toronto. We had to cancel, will use credit on future flight.	Marlin Travel	248.4	18 3
3-Apr-2017	Direct Billing	Airline Ticket	Flight from Calgary/Edmonton return - ELT Meeting April 4	Marlin Travel	197.7	70 4
10-Apr-2017	Direct Billing	Car Rental	Travel from Calgary to Red Deerwith Dr. Verna Yiu for meet and greet with physicians. Then travel from Red Deer to Edmonton for ELT meeting and return.	Marlin Travel	178.8	30 5
Total Paid in the	Month			1	\$ 1,174.1	14



www.albertahealthservices.ca

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- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
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- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.

•	Indicate whether	you have expenses t	o report in this	section for this re	porting period:	YES	
							_

Reporting Period for the Month of : April 2017	Name : Colleen Turner	Reporting Period for the Month of :	April 2017		
--	-----------------------	-------------------------------------	------------	--	--

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid	]
17-Apr-2017	Direct Billing	Airline Ticket	Flight from Calgary/Edmonton return - ELT Meeting April 18	Marlin Travel	421.78	-
1-May-2017	Direct Billing	Airline Ticket	Flight from Calgary/Edmonton return - ELT Meeting May 2	Marlin Travel	399.16	
Total Paid in the	Month			=	\$ 820.94	1



heport 3

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# **Direct Bill Report**

VEC

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
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- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.

Indicate whether you have expenses to report in this section for this reporting period.

, and any and the report in time seed	delities the repetiting period.
Name :	Reporting Period for the Month of: Apr-17

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
9-Dec-2016	Direct Billing	Airline Ticket	Booking of seat selection for flight on December 13 from Calgary to Edmonton for Executive Leadership Meeting.	Marlin Travel	10.50
13-Jan-2017	Direct Billing	Airline Ticket	Flight from Calgary to Edmonton on Jan 16, 2017 and return on Jan 17, 2017 for Exectutive Leadership Meeting on Jan 17 in Edmonton	Marlin Travel	436.26
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	121
	Direct Billing	Choose from Drop-down List		Marlin Travel	₩1
Total Paid in the	Month				\$ 446.76





### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4

Trip #: Booking Date: Client: Agent:



File Locator:



PASSENGERS:

**COLLEEN TURNER** 

REFERENCE/ DESCRIPT	ΓΙΟΝ			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA ONLINE	Confirmation #	charged	Cancelled in error	150.00	7.50	\$0.00	0.00	0.00	157.50 CAD
AIR CANADA ONLINE	Confirmation #		DESCRIPTION OF THE PROPERTY OF	150.00	0.00	\$0.00	0.00	0.00	150.00 CAD
AIR CANADA ONLINE	Confirmation #	titit tititaititikit vikialeie		-150.00	-7.50	\$0.00	0.00	0.00	-157.50 CAD
			Total:	150.00	0.00	0.00	0.00	0.00	150.00 CAD
YMENTS	Invoice #	Payment Date	Card Holder		Form of	Payment			Amount
		03/01/2017							157.50 CAD
		03/01/2017							150.00 CAD
		03/01/2017							-157.50 CAD
							Total Pa	yment:	150.00 CAD

Balance Due CAD Currency 0.00 CAD

Total GST

0.00

Total HST

\$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL EXECUTIVE LEADERS MEETING



Trip #:

Booking Date: 01 Mar 17

Client:
Agent:

File Locator:



# **MY ITINERARY**

Passengers
COLLEEN TURNER

Citizenship

**Required Travel Documents** 

Not Specified

Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers:	COLLEEN TURNER				Booking Date: File Locator/Ticket #:	01 Mar 17	
Airline	Flight	From	Terminal	To		Class/Seat	Stops
AIR CANADA	08130	CALGARY INTL 07 Mar 17 6:45AM			ONTON INTL r 17 7:41AM	W/	
						en en la company	
Passengers:	COLLEEN TURNER				Booking Date: File Locator/Ticket #:	01 Mar 17	
					Booking Date:	01 Mar 17	
Passengers:	COLLEEN TURNER				File Locator/Ticket #:	OT Mar 17	
					Booking Date:	01 Mar 17	
Passengers:	COLLEEN TURNER				File Locator/Ticket #:	OT Wat 17	
Airline	Flight	From	Terminal	To		Class/Seat	Stops
AIR CANADA	08139	EDMONTON INTL 08 Mar 17 10:35AM			ARY INTL r 17 11:29AM	W/	
					Booking Date:	01 Mar 17	
Passengers:	COLLEEN TURNER				File Locator/Ticket #:	OT WAT 17	
					Booking Date:	01 Mar 17	
Passengers:	COLLEEN TURNER				File Locator/Ticket #:	OT Mai 17	





### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET **EDMONTON AB** T5J 3E4



PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESCRI	PTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAI	L
AIR CANADA Ticket	#			324.20	0.00	\$0.00	74.96	0.00	399.16	CAD
			Total:	324.20	0.00	0.00	74.96	0.00	399.16	CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form o	f Payment			Amount	
	-	03/09/2017							399.16	CAD
							Total Pa	yment:	399.16	CAD
					В	alance Due	e CAD Cur	rency	0.00	CAD
CORPORATE UNIT 10 REASON FOR TRAVE				Total GS	Т	0.00	Tota	II HST	\$0.00	

REASON FOR TRAVEL ELT MEETING

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY ------------TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. ------CHECKIN 90 MINUTES PRIOR \*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR



# MY ITINERARY

Passengers COLLEEN TURNER Citizenship

**Required Travel Documents** 

Not Specified

Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



**AIR** 

Passengers:	COLLEEN TURN	ER			Booking Date: File Locator/Ticket #:	03/09/2017	
Airline	Flight	From	Terminal	То	Class	Seat	Stops
AIR CANADA	08164	CALGARY INTL 03/13/2017 7:30PM		EDMONTON INTL 03/13/2017 8:26P	V M		
AIR CANADA	08171	EDMONTON INTL 03/14/2017 6:00PM		CALGARY INTL 03/14/2017 6:59P	V M		



marlin Atravel Guest speaker Mar 22 3

### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET **EDMONTON AB** T5J 3E4



PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESCRI	PTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	ě
AIR CANADA Ticket #	#		******	190.00	0.00	\$0.00	37.48	0.00	227.48	CAE
PRF PAID SEATS CAD Confirmation #		i biditiloranini saakk	21.00	0.00	\$0.00	0.00	0.00	21.00	CAE	
			Total:	211.00	0.00	0.00	37.48	0.00	248.48	CAE
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	Payment			Amount	
		02/23/2017							227.48	
		02/23/2017	ALBERTA HEALTH	SERVICES					21.00	CAD
							Total Pa	yment:	248.48	CAD
					Balance Due CAD Currency				0.00	CAL

Total GST

0.00

Total HST

**CORPORATE UNIT 101** 

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL \*\*\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY --------AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----\*\*\*\*PLEASE NOTE CHECKIN MINUTES PRIOR \*\*\*\*PLEASE NOTE CHECKIN TIMES\*\*\*\*\*\*\*\*\*\*\*\* \*\*DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR \*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

\$0.00



## MY ITINERARY

**Passengers COLLEEN TURNER**  Citizenship

**Required Travel Documents** 

Not Specified Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: COLLEEN TURNER

**Booking Date:** 

File Locator/Ticket #:

23 Feb 17

From:

**CALGARY INTL** 

Departing on:

To:

**TORONTO PEARSON** 

Returning on:

21 Mar 17 21 Mar 17



**Airline** 

AIR

Passengers: COLLEEN TURNER

**Booking Date:** 

23 Feb 17

**Flight** From **Terminal** To

File Locator/Ticket #:

Class/Seat Stops

AIR CANADA 00130 **CALGARY INTL** TORONTO PEARSON A

21 Mar 17 3:55PM 21 Mar 17 9:38PM

April 3/4



#### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4



PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESCRI	PTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTA	L
AIR CANADA Ticket	#		• • • • • • • • • • • • • • • • • • • •	47.70	0.00	\$0.00	0.00	0.00	47.70	CAD
AIR CANADA ONLINE Confirmation				150.00	0.00	\$0.00	0.00	0.00	150.00	
			Total:	197.70	0.00	0.00	0.00	0.00	197.70	CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form o	f Payment			Amount	
		03/30/2017							47.70	CAD
		03/30/2017	AHS						150.00	CAD
							Total Pa	yment:	197.70	CAD
					В	alance Due	e CAD Cur	rency	0.00	CAD
				Total GS	ST	0.00	Tota	I HST	\$0.00	

CORPORATE UNIT 101
REASON FOR TRAVEL ELT MEETING

Booked using credit.

Trip #:

Booking Date: 30 Mar 17

Client:
Agent:

File Locator:

HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.



## **MY ITINERARY**

 Passengers
 Citizenship
 Required Travel Documents

 COLLEEN TURNER
 Not Specified
 Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

 Description:
 AC CHANGE FEE
 Booking Date:
 03/30/2017

 Passengers:
 COLLEEN TURNER
 File Locator/Ticket #:

 From:
 CALGARY INTL
 Departing on:
 04/03/2017

 To:
 EDMONTON INTL
 Returning on:
 04/04/2017



v14

**AIR** 

Passengers: COLLEEN TURNER Booking Date: 03/30/2017
File Locator/Ticket #:

AirlineFlightFromTerminalToClassSeatStopsAIR CANADA08164CALGARY INTLEDMONTON INTLV

04/03/2017 7:30PM 04/03/2017 8:24PM





AIR

Passengers:	COLLEEN TURN	IER			Booking Date: File Locator/Ticket #:		2017
Airline	Flight	From	Terminal	То	Class	Seat	Stops
AIR CANADA	08169	EDMONTON INTL 04/04/2017 4:55PM		CALGARY INTL 04/04/2017 5:47PI	V M		



Federal GST#: 889365821

Consolidated Inv. # Rental Agreement # & Afford FL

Direct billed

Bill Ref # Invoice Date 13-Apr-2017

\* Red Deer Hospital, opening
of obstetrice

**Bill To Information** 

ALBERTA HEALTH SERVICES

PO BOX 1600

EDMONTON, AB - T5T2N9

CANADA

Rental Information

Reservation Number:

Driver: TURNER, COLLEEN

Pickup Date/Time: 04/09/2017 13:12 Return Date/Time: 04/12/2017 10:30

Miles/kms: 609

Car Class: SFAR

Requested Class: SFAR

Vehicle Information Yr/Make/Model

2016/JEEP/GCHE VIN

License No

Beg/End/Distance 29406/30015/609

Rental Branch

SOUTH CALGARY FISHCREEK 14371 MACLEOD TRAIL SW CALGARY, AB - T2Y1M7

Return Branch

SOUTH CALGARY FISHCREEK 14371 MACLEOD TRAIL SW CALGARY, AB-T2Y1M7

Description TIME & DISTANCE	Qty 3	<b>Period</b> DAY	<b>Rate</b> 59.00	Amount 177.00
VEHICLE LICENSE FEE RECOVERY	3	DAY	Sub Total 0.60	177.00 1.80
Additional Information	Total Charges	(CAD)		178.80

Ext BilRef # 1

101.0000.71110101091 COST CENTER#

101.0000.71110101091

1010000.71110100104

Remit Payment in CAD to	For Billing Inquiries	Payment Terms
ENTERPRISE RENT A CAR CANADA COMP. 709 MILNER AVE SCARBOROUGH, ON M1B6B6	Tel#:8773121084 AskARCanada@ehi.com	Payment Due Within 30 days of invoice date.  Late payments are subject to finance charge.



### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4



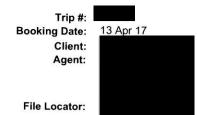
PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESC	RIPTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticke	et #			321.78	0.00	\$0.00	0.00	0.00	321.78 CAI
AIR CANADA ONLI	INE Confirmation #			100.00	0.00	\$0.00	0.00	0.00	100.00 CAE
			Total:	421.78	0.00	0.00	0.00	0.00	421.78 CAE
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	Payment			Amount
		04/13/2017							0.00 CAD
		04/13/2017							321.78 CAD
	W10 - 2	04/13/2017	ALBERTA HEALTH	SERVICES					100.00 CAD
							Total Pa	yment:	421.78 CAD
						- D	CARC		0.0

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL EIT MEETINGS



## MY ITINERARY

**Passengers** Citizenship **Required Travel Documents** 

**COLLEEN TURNER** Not Specified Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Description: **CHANGE FEE Booking Date:** 04/13/2017 **COLLEEN TURNER** Passengers: File Locator/Ticket #:

From: **CALGARY INTL** Departing on: 04/17/2017 **EDMONTON INTL** To: 04/18/2017 Returning on:



**Booking Date:** 04/13/2017 Passengers: COLLEEN TURNER File Locator/Ticket #:

**Airline Flight** From Terminal To Class Seat Stops AIR CANADA 08164 CALGARY INTL **EDMONTON INTL** 

04/17/2017 7:30PM 04/17/2017 8:24PM





Class



Passengers: COLLEEN TURNER

Booking Date: File Locator/Ticket #: 04/13/2017

Airline AIR CANADA Flight 08169

From EDMONTON INTL 04/18/2017 4:55PM Terminal To

CALGARY INTL 04/18/2017 5:47PM Seat Stops



### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Trip #:

Booking Date: 27 Apr 17

Client: Agent:

File Locator:

PASSENGERS: COLLEEN TURNER

REFERENCE/ DESCRIP	TION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	Ĺ
AIR CANADA Ticket		. A		324.20	0.00	\$0.00	74.96	0.00	399.16	CAD
			Total:	324.20	0.00	0.00	74.96	0.00	399.16	CAD
PAYMENTS	Invoice #	Payment Date 04/27/2017	Card Holder		Form of	Payment			Amount	
		04/2//2017					Total Pa	yment:	399.16 399.16	
	<del></del>				Ва	alance Due	e CAD Cur	rency	0.00	CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101 REASON FOR TRAVEL ELT MEETING



### MY ITINERARY

**Passengers COLLEEN TURNER**  Citizenship

**Required Travel Documents** 

Not Specified

Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



Airline

AIR

Passengers: **COLLEEN TURNER**  **Booking Date:** File Locator/Ticket #: 04/26/2017

Seat

AIR CANADA

Flight

From

Terminal To

**EDMONTON INTL** 

Class V

Stops

08140

CALGARY INTL 05/01/2017 1:10PM

05/01/2017 2:04PM



**Airline** 

AIR CANADA

AIR

Passengers: **COLLEEN TURNER** 

**Flight** 

08169

From **EDMONTON INTL** 05/02/2017 5:05PM Terminal To

**CALGARY INTL** 

File Locator/Ticket #: Class

**Booking Date:** 

Seat Stops

04/26/2017

05/02/2017 5:57PM





### Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET **EDMONTON AB** T5J 3E4

Trip #: 09 Dec 16 **Booking Date:** Client: Agent:

File Locator:

PASSENGERS: **COLLEEN TURNER** 

REFERENCE/ DESCRIPTION	ON			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket #	**********			315.00	0.00	\$0.00	74.96	0.00	389.96 CAD
AIR CANADA Ticket #				10.00	0.00	\$0.00	0.50	0.00	10.50 CAD
			Total:	325.00	0.00	0.00	75.46	0.00	400.46 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	Payment			Amount
		05/25/2017	AB HEALTH SERVICES						10.50 CAD
		12/09/2016	_				ŧ		389.96 CAD
							Total Pa	yment:	400.46 CAD

**Balance Due CAD Currency** 0.00 CAD

0.00 Total GST \$0.00 Total HST

CORPORATE UNIT 101 REASON FOR TRAVEL MEETINGS

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL \*\*\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ... 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT... 303 801 2147 PLEASE QUOTE ACCESS PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY ----------AIR CANADA RULES------ TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----\*\*\*\*PLEASE NOTE CHECKIN MINUTES PRIOR



### MY ITINERARY

 Passengers
 Citizenship
 Required Travel Documents

 COLLEEN TURNER
 Not Specified
 Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



## AIR

Passengers: COLLEEN TURNER Booking Date: 05/25/2017
File Locator/Ticket #:

 From:
 CALGARY INTL
 Departing on:
 12/13/2016

 To:
 EDMONTON INTL
 Returning on:
 12/14/2016



# AIR

Passengers: COLLEEN TURNER					Booking Date: File Locator/Ticket #:			
Airline	Flight	From		Terminal	То	Class	Seat	Stops
AIR CANADA	08164	CALGARY INT 12/13/2016 7:			EDMONTON INTL 12/13/2016 8:26PM	S A		
AIR CANADA	08151	EDMONTON IN 12/14/2016 3:			CALGARY INTL 12/14/2016 4:24PM	Q		





### Invoice

ALBERTA HEALTH SERVICES/ALBERTA HEALTH

SERVICES

SUITE 800, NORTH TOWER

10030-107 ST

EDMONTON, AB T5J 3E4

CANADA

File Locator:

PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESCRIPTION	ON			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	la.
AIR CANADA Ticket #				360.30	0.00	\$0.00	74.96	0.00	435.26	CAD
			Total:	360.30	0.00	0.00	74.96	0.00	435.26	CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form o	f Payment			Amount	
		01/13/2017							435.26	CAD
							Total Pa	yment:	435.26	CAD
				***************************************	В	alance Du	e CAD Cur	rency	0.00	CAD
CORPORATE LIBIT 404				Total GS	т	0.00	Tota	ıl HST	\$0.00	

CORPORATE UNIT 101
REASON FOR TRAVEL ELT MEETIN

ALBERTA HEALTH SERVICES/ALBERTA HEALTH

**SERVICES** 

SUITE 800, NORTH TOWER

10030-107 ST

EDMONTON, AB T5J 3E4

CANADA

Trip #: **Booking Date:** 

File Locator:

Client:

13 Jan 17 Agent:

MY ITINERARY

**Passengers COLLEEN TURNER**  Citizenship

**Required Travel Documents** 

Not Specified

Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

					File Locator/Ticket #:		2017
Airline	Flight	From	Terminal	То	Class	Seat	Stops
AIR CANADA	08164	CALGARY INTL 01/16/2017 7:30PM		EDMONTON INTL 01/16/2017 8:26F			
AIR CANADA	08169	EDMONTON INTL 01/17/2017 4:55PM		CALGARY INTL 01/17/2017 5:49F	H PM		