

AHS Board and Executive Expense Report

Name Todd Gilchrist
Title VP People, Legal & Privacy
Location Edmonton

Expenses submitted during the month of June 2017

Travel (1)

MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jun-17	Expense Claim	Meetings		132	613	969	1,714			
Jun-17	Direct Billing	Meetings	432				432			
Total			\$ 432	\$ 132	\$ 613	\$ 969	\$ 2,146	\$ -	\$ -	\$ -

Total for the Month \$ 2,146

Maximum daily single meal expense claimed in the month \$ 24
Maximum daily base hotel rate claimed in the month \$ 230
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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total										
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance		
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton		\$ 1,713.73									
6/5/2017	PEA Awards and Various Meetings in Calgary	AB - Other Zones	Meals Per Diem	\$ 24.00			PEA Awards and Various Meetings in Calgary Dinner \$24.00	1					
6/5/2017	Mileage from SSP to Edmonton Airport for PEA Awards & Various Mtgs in Calgary		Mileage-Local-Home Zone	\$ 14.95	Seventh Street Plaza (SSP) Edmonton	Edmonton International Airport	Mileage from SSP to Edmonton Airport for PEA Awards & Various Mtgs in Calgary	1			29.6		
6/5/2017	Hotel for Calgary PEA Awards	AB - Other Zones	Accommodations	\$ 171.44			Hotel for Calgary PEA Awards	1					
6/5/2017	Taxi from Calgary Airport to Delta Calgary South Hotel	AB - Other Zones	Taxi	\$ 55.77	Calgary Airport	Delta Calgary South Hotel	Taxi from Calgary Airport to Delta Calgary South Hotel	1					
6/5/2017	Parking for Edmonton PEA Awards at NAIT	AB - Local	Parking - Lot or Parkade-Service Rcpt	\$ 5.00			Parking for Edmonton PEA Awards at NAIT	1					
6/6/2017	Parking at Edmonton Airport for PEA Awards & Various Meetings in Calgary	AB - Local	Parking - Lot or Parkade	\$ 44.00			Parking at Edmonton Airport for PEA Awards & Various Meetings in Calgary	1					

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,713.73

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/6/2017	PEA Awards and Various Meetings in Calgary	AB - Other Zones	Meals Per Diem	\$ 23.50			PEA Awards and Various Meetings in Calgary Bfast \$10.50 Lunch \$23.00	1			
6/6/2017	Mileage from Edmonton Airport to Home (PEA Awards & Various Meetings in Calgary)		Mileage-Local-Home Zone	\$ 21.01	Edmonton International Airport	Home	Mileage from Edmonton Airport to Home (PEA Awards & Various Meetings in Calgary)	1			41.6
6/7/2017	Vancouver CHRO Leadership Summit	BC	Meals Per Diem	\$ 37.00			Vancouver CHRO Leadership Summit Lunch \$13.00 Dinner \$24.00	1			
6/7/2017	Car Rental for Vancouver CHRO Leadership Summit	BC	Car Rental	\$ 38.79			Car Rental for Vancouver CHRO Leadership Summit NOTE: Todd is only claiming 1 day's rate as he used the rental car for personal purposed after the conference.	1			
6/7/2017	Mileage from SSP to Edmonton Airport for the Vancouver CHRO Leadership Summit		Mileage-Local-Home Zone	\$ 14.95	Seventh Street Plaza (SSP) Edmonton	Edmonton International Airport	Mileage from SSP to Edmonton Airport for the Vancouver CHRO Leadership Summit	1			29.6

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,713.73

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/7/2017	Hotel for the Vancouver CHRO Leadership Summit	BC	Accommodations	\$ 270.00			Hotel for the Vancouver CHRO Leadership Summit	1			
6/12/2017	Mileage from Edmonton Airport to Home (Vancouver CHRO Leadership Summit)		Mileage-Local-Home Zone	\$ 21.01	Edmonton International Airport	Home	Mileage from Edmonton Airport to Home (Vancouver CHRO Leadership Summit)	1			41.6
6/12/2017	Parking at the Edmonton Airport for the Vancouver CHRO Leadership Summit	AB - Local	Parking - Lot or Parkade	\$ 55.00			Parking at the Edmonton Airport for the Vancouver CHRO Leadership Summit	1			
6/14/2017	Hotel for Various Meeting with direct reports and Change Culture Meeting in Calgary	AB - Other Zones	Accommodations	\$ 171.44			Hotel for Meeting with direct reports and Change Culture Meeting in Calgary	1			
6/14/2017	Mileage from SSP to Edmonton Airport for Meeting with direct reports and Change Culture Meeting in Calgary		Mileage-Local-Home Zone	\$ 14.95	Seventh Street Plaza (SSP) Edmonton	Edmonton International Airport	Mileage from SSP to Edmonton Airport for Meeting with direct reports and Change Culture Meeting in Calgary	1			29.6

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,713.73

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/14/2017	Meeting with direct reports and Change Culture Meeting in Calgary	AB - Other Zones	Meals Per Diem	\$ 24.00			Meeting with direct reports and Change Culture Meeting in Calgary Dinner \$24.00	2			
6/14/2017	Taxi from Calgary Airport to Delta Calgary South Hotel (Meeting with direct reports and Change Culture Meeting in Calgary)	AB - Other Zones	Taxi	\$ 54.89	Calgary Airport	Delta Calgary South Hotel	Taxi from Calgary Airport to Delta Calgary South Hotel (Meeting with direct reports and Change Culture Meeting in Calgary)	1			
6/15/2017	Mileage from Edmonton Airport to Home for Meeting with direct reports and Change Culture Meeting in Calgary		Mileage-Local-Home Zone	\$ 21.01	Edmonton International Airport	Home	Mileage from Edmonton Airport to Home for Meeting with direct reports and Change Culture Meeting in Calgary	1			41.6
6/15/2017	Parking at the Edmonton Airport (Meeting with direct reports and Change Culture Meeting in Calgary)	AB - Local	Parking - Lot or Parkade	\$ 50.00			Parking at the Edmonton Airport (Meeting with direct reports and Change Culture Meeting in Calgary)	1			

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,713.73

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/15/2017	Meeting with direct reports and Change Culture Meeting in Calgary	AB - Other Zones	Meals Per Diem	\$ 23.50			Meeting with direct reports and Change Culture Meeting in Calgary Bfast \$10.50 Lunch \$23.00	2			
6/15/2017	Taxi from Southport Tower to Calgary Airport (Meeting with direct reports and Change Culture Meeting in Calgary)	AB - Other Zones	Taxi	\$ 52.14	Southport Tower (Calgary)	Calgary Airport	Taxi from Southport Tower to Calgary Airport (Meeting with direct reports and Change Culture Meeting in Calgary)	1			
6/21/2017	Mileage from Red Deer (Baymont Inn) to Home for the PLP Leadership Organization Workshop by Power & Systems		Mileage-Other	\$ 83.33	Red Deer (Baymont Inn)	Home	Mileage from Red Deer (Baymont Inn) to Home for the PLP Leadership Organization Workshop by Power & Systems	1			165
6/21/2017	Mileage from Home to Red Deer (Baymont Inn) for the PLP Leadership Organization Workshop by Power & Systems		Mileage-Other	\$ 83.33	Home	Red Deer (Baymont Inn)	Mileage from Home to Red Deer (Baymont Inn) for the PLP Leadership Organization Workshop by Power & Systems	1			165

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,713.73

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/22/2017	Mileage from Home to U of C Downtown Calgary Campus for the Exec. Ed ALP Presentations		Mileage-Other	\$ 157.06	Home	U of C Downtown Calgary Campus	Mileage from Home to U of C Downtown Calgary Campus for the Exec. Ed ALP Presentations	1			311
6/22/2017	Parking at the U of C Downtown Calgary Campus for the Exec. Ed ALP Presentations	AB - Other Zones	Parking - Lot or Parkade	\$ 17.85			Parking at the U of C Downtown Calgary Campus for the Exec. Ed ALP Presentations	1			
6/22/2017	Mileage from U of C Downtown Calgary Campus to Home for Exec. Ed ALP Presentations		Mileage-Other	\$ 157.06	U of C Downtown Calgary Campus	Home	Mileage from U of C Downtown Calgary Campus to Home for Exec. Ed ALP Presentations	1			311
6/23/2017	Parking at the Royal Alex Hospital for the Indigenous Wellness Program Open House	AB - Local	Parking - Lot or Parkade	\$ 6.75			Parking at the Royal Alex Hospital for the Indigenous Wellness Program Open House	1			

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	17-Jul-17

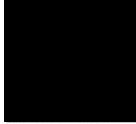



DELTA
CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834

AB HEALTH SERVICES
Richard Gilchrist



Room: 
Folio:
Cashier:
Arrival: 06-05-17
Departure: 06-06-17

Date	Description	Additional Information	Charges	Credits
06-05-17	Room Charge		154.00	
06-05-17	DMF		4.02	
06-05-17	Tourism Levy		5.52	
06-05-17	Rooms - GST		7.90	
06-06-17	Master Card			171.44

GST Summary	
Registration No:	895126332
Room	7.90
F&B	0.00
Other	9.54
Total	17.44

Total	171.44	171.44
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2F 2N4
(403) 299-1111
CAR#529

SALE

MID: [REDACTED]
TID: [REDACTED] RE [REDACTED]
Batch # [REDACTED] SEQ [REDACTED]
06/15/17 17:05:05
APPR CODE [REDACTED]
MASTERCARD
[REDACTED]

AMOUNT \$47.40
TIP \$4.74
TOTAL \$52.14 ✓

00 - APPROVED - 001

MID: [REDACTED]
AID: [REDACTED]
TVR: [REDACTED]
TSL: [REDACTED]

THANK YOU
CUSTOMER COPY

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#353

SALE

MID: [REDACTED]
TID: [REDACTED]
Batch # [REDACTED]
06/14/17 [REDACTED]
APPR CODE [REDACTED] 19:58:01
[REDACTED]

AMOUNT \$49.90
TIP \$4.99
TOTAL \$54.89 ✓

00 - APPROVED - 001

MASTERCARD
AID: [REDACTED]
TVR: [REDACTED]
TSL: [REDACTED]

THANK YOU
CUSTOMER COPY

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
[REDACTED]

SALE

[REDACTED] REF# [REDACTED]
[REDACTED] SEQ [REDACTED]
06/15/17
APPR CODE [REDACTED]
MASTERCARD
[REDACTED]

AMOUNT \$50.70
TIP \$5.07
TOTAL \$55.77

00 - APPROVED - 001

MA: [REDACTED]
AID: [REDACTED]
TVR: [REDACTED]
TSL: [REDACTED]

THANK YOU
CUSTOMER COPY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Jetset Exi 12/06/17 21:20
Receipt [Redacted]

Short-term parking tkt
jsF - [Redacted]
07/06/17 09:30
12/06/17 21:20
Period 6d0h0'
(Tax) \$55.00

Total \$55.00

Payment Received
[Redacted] \$55.00

Type: Swiped

Sub Total \$52.38
Tax 5% \$2.62

Vertical stamp: 12/06/17

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 06/06/17 19:14
Receipt [Redacted]

Short-term parking tkt
HL - [Redacted]
06/06/17 17:24
06/06/17 19:54
Period 1d2h30'
(Tax) \$44.10

Total \$44.10

Payment Received
[Redacted] \$44.10

Type: Swiped

Sub Total \$42.16
Tax 5% \$2.17

Vertical stamp: THIS IS YOUR RECEIPT

CITY OF EDMONTON

Zone: [Redacted]

Term: [Redacted]

Plate: [Redacted]

118 AVE From 109 ST to 106 ST North Side

Valid through:

MONDAY 05 JUN 17

1:28 PM

Amount Paid: \$5.00 (GST incl.)

Start Time: 6/5/2017 11:48 AM

Trn: [Redacted]

ROYAL ALEXANDRA HOSPITAL
11115 136 AVE EDDMONTON AB T6C 1B6
MAY 15 10 41 AM '07
6338 1159
06/22/17 13:10 - 18:20 AB 1 Exm 22403
06/22/17 11:42:16 - 06/22/17 13:10 Out
BIRTH 143176
road SF Park \$6.75
Total Fee \$6.75
VISA \$6.75
Change Due \$0.00
Parking Rates are GST Exempt
Comments? email us
parking@edmonton.ca

Handwritten: June 23, 2017

Handwritten: 6.75

Vertical stamp: PARKING RECEIPT

DISPLAY TICKET ON DASH

Expiration Date/Time

06:00 PM
JUN 22, 2017

Purchase Date/Time: 08:39am Jun 22, 2017

Total Parking: \$17.00

Total FEDERAL: \$0.65

Total Due: \$17.65

Total Paid: \$17.65

Rate: \$17 Expires @ 6PM

Payment Type: Card

Ticket # [Redacted]

Setting [Redacted]

Machine Name: Lot 110 -1

GST REG #102466000

RECEIPT

Expiration Date/Time: 06:00pm Jun 22, 2017

Purchase Date/Time: 08:39am Jun 22, 2017

Total Parking: \$17.00

Total FEDERAL: \$0.65

Total Due: \$17.65

Total Paid: \$17.65

Rate: \$17 Expires @ 6PM

Payment Type: Card

Ticket # [Redacted]

Setting: Lot 110

Machine Name: Lot 118 -1

Vertical stamp: impark

Vertical stamp: 12/06/17

Vertical stamp: THIS IS YOUR RECEIPT

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 15/06/17 20:21
Receipt [Redacted]

Short-term parking tkt
HL - No. [Redacted]
14/06/17 15:32
15/06/17 20:21
Period 2d0h0'
(Tax) \$50.00

Total \$50.00

Payment Received
[Redacted] \$50.00

Sub Total \$47.62
Tax 5% \$2.38

From: Enterprise Rent-A-Car Reservation <onlinereservations@enterprise.com>
Sent: Tuesday, July 04, 2017 9:13 AM
To: [REDACTED]
Subject: Car Rental Receipt (duplicate)



RICHARD GILCHRIST

Contract Number: [REDACTED]

Receipt Date: **Jun 12, 2017**

Enterprise Location: 9051 Beckwith Rd
 Richmond, BC V6X1V7
 CA
 Tel.: 3031117

Driver: RICHARD GILCHRIST

Start Date	End Date	Make/Model	Start Miles	End Miles	Miles Driven
Jun 7, 2017 @ 12:24 pm	Jun 12, 2017 @ 3:08 pm	4DR FRONT-WHEEL DRIVE	2,747	2,862	115

Total Miles 115

Charge Description	Quantity	Per	Rate	Total
Rate	1	Week	164.69	164.69
				Subtotal: CAD 164.69

Taxes and Surcharges

PREMIUM LOCATION CHARGE 17.21 PCT	29.27
PROV VEHICLE RENTAL TAX \$1.50/DAY	9.00
VLF REC .90/DAY	5.40
PROVINCIAL SALES TAX	13.96
GOODS AND SERVICES TAX	10.42
Subtotal: CAD 232.74	

Total Charges: CAD 232.74

Payment Information

CREDIT CARD	MC	232.74
		Subtotal: CAD 232.74

Total Payment Amount CAD 232.74

claimed \$38.79 only

Note: Todd is only claiming 1 out of 6 days for this rental car as he used the car for personal purposes after the conference.



Mr. Todd Gilchrist
14th F North Tower
10030-107 St. NW
Edmonton AB T5J3E4
Canada

Arrival 06/07/17
Departure 06/08/17
Room No. [REDACTED]
Folio No. [REDACTED]

Group Code [REDACTED]

Guest Name: Mr. Todd Gilchrist

INFORMATION INVOICE

Page No. 1 of 1

Date	Description	Reference	Charges	Payments
06/07/17	Parking - Valet <i>parking</i>	[REDACTED]	49.00	
06/07/17	room rate		230.00	
06/07/17	Room DMF		2.97	
06/07/17	Room GST		11.65	
06/07/17	Room MRDT		6.99	
06/07/17	Room PST		18.64	
06/08/17	Master Card	[REDACTED]		319.25

GST Summary: R122843998	
Rooms GST:	11.65
F&B GST:	0.00
Telephone GST:	0.00
Other GST:	2.33

Balance 0.00

Guest Signature

*parking = \$49.00
Hotel = \$270.25*

Hotel Rationale:

The Vancouver CHRO Leadership Summit was held at this hotel. Although the Room rate is a bit higher, money was saved on taxi/parking offsite. Valet park. was the only available option at this hotel.



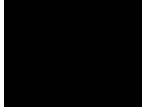
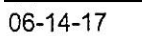
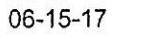
DELTA


CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5

Telephone: 403-278-5050 Fax: 403-225-5834

Ab Health Services
Richard Gilchrist

Room: 
Folio: 
Cashier: 
Arrival: 06-14-17
Departure: 06-15-17

Date	Description	Additional Information	Charges	Credits
06-14-17	Room Charge		154.00	
06-14-17	DMF		4.02	
06-14-17	Tourism Levy		5.52	
06-14-17	Rooms - GST		7.90	
06-15-17	Master Card			171.44
GST Summary			Total	171.44
Registration No: 895126332			Balance Due	0.00 CDN
Room	7.90			
F&B	0.00			
Other	9.54			
Total	17.44			

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

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 : Todd Gilchrist	Reporting Period for the Month of : Jun-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
5-Jun-2017	Direct Billing	Airline Ticket	PEA Awards & Various Mtgs in Calgary	Marlin Travel	178.65
14-Jun-2017	Direct Billing	Airline Ticket	Meeting with direct reports and Change Culture Meeting in Calgary	Marlin Travel	253.02
Total Paid in the Month					\$ 431.67



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 08 Jun 17 Client: [REDACTED] Agent: [REDACTED] Agents email: [REDACTED]@MARLINTRAVEL.CA File Locator: [REDACTED]
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PASSENGERS: MR RICHARD TODD GILCHRIST

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	78.65	0.00	\$0.00	0.00	100.00	178.65 CAD
WESTJET Ticket # [REDACTED]	-10.50	0.00	\$0.00	0.00	0.00	-10.50 CAD
WESTJET Ticket # [REDACTED]	10.50	0.00	\$0.00	0.00	0.00	10.50 CAD
Total:	78.65	0.00	0.00	0.00	100.00	178.65 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/27/2017	[REDACTED]	[REDACTED]	-10.50 CAD
	[REDACTED]	07/27/2017	[REDACTED]	[REDACTED]	10.50 CAD
	[REDACTED]	06/02/2017	[REDACTED]	[REDACTED]	178.65 CAD
Total Payment:					178.65 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL PLP 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 CODE 2EC0 *****
 PLEASE REVIEW YOUR ITINERARY FOR ACCURACY
 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 -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

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

Trip #: [REDACTED]
Booking Date: 08 Jun 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
RICHARD TODD GILCHRIST	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: RICHARD TODD GILCHRIST	Booking Date: 06/02/2017
	File Locator/Ticket #: [REDACTED]
From: EDMONTON INTL	Departing on: 06/05/2017
To: CALGARY INTL	Returning on: 06/06/2017



AIR

Passengers: RICHARD TODD GILCHRIST	Booking Date: 06/02/2017
	File Locator/Ticket #: [REDACTED]
From: EDMONTON INTL	Departing on: 06/05/2017
To: CALGARY INTL	Returning on: 06/06/2017



AIR

Passengers: RICHARD TODD GILCHRIST	Booking Date: 05/09/2017						
	File Locator/Ticket #: [REDACTED]						
Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03148	EDMONTON INTL 06/05/2017 6:45PM		CALGARY INTL 06/05/2017 7:40PM	D		
WESTJET	03291	CALGARY INTL 06/06/2017 7:00PM		EDMONTON INTL 06/06/2017 7:53PM	L		



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 12 May 17 Client: [REDACTED] Agent: [REDACTED] Agents email: [REDACTED]@MARLINTRAVEL.CA File Locator: [REDACTED]
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PASSENGERS: MR RICHARD TODD GILCHRIST

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	143.56	0.00	\$0.00	98.96	0.00	242.52 CAD
WESTJET Ticket # [REDACTED]	10.50	0.00	\$0.00	0.00	0.00	10.50 CAD
Total:	154.06	0.00	0.00	98.96	0.00	253.02 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	05/11/2017	[REDACTED]	[REDACTED]	242.52 CAD
	[REDACTED]	05/11/2017	[REDACTED]	[REDACTED]	10.50 CAD
				Total Payment:	253.02 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL PLP MEETING IN CALGARY

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 CODE 2EC0 *****
 PLEASE REVIEW YOUR ITINERARY FOR ACCURACY
 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 -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

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

Trip #: [REDACTED]
Booking Date: 12 May 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
RICHARD TODD GILCHRIST	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:	RICHARD TODD GILCHRIST	Booking Date:	05/11/2017
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03148	EDMONTON INTL 06/14/2017 6:45PM		CALGARY INTL 06/14/2017 7:40PM	D		

Passengers:	RICHARD TODD GILCHRIST	Booking Date:	05/11/2017
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03148	EDMONTON INTL 06/14/2017 6:45PM		CALGARY INTL 06/14/2017 7:40PM	D		



AIR

Passengers:	RICHARD TODD GILCHRIST	Booking Date:	05/11/2017
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03291	CALGARY INTL 06/15/2017 7:00PM		EDMONTON INTL 06/15/2017 7:53PM	G		

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tél.: 780 425 8611
GST REG# 88510191

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

Trip #: [REDACTED]
Booking Date: 12 May 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

Passengers: RICHARD TODD GILCHRIST

Booking Date: 05/11/2017
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03291	CALGARY INTL 06/15/2017 7:00PM		EDMONTON INTL 06/15/2017 7:53PM	G		