

AHS Board and Executive Expense Report

Name Brenda Huband
Title VP & Chief Health Operations Officer Central & Southern Alberta
Location Calgary

Expenses submitted during the month of November 2016

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)
Nov-16	P-Card	Meetings			877	887	1,764			
Nov-16	Expense Claim	Meetings		13	198	392	603			
Nov-16	Direct Billing	Meetings	2,080				2,080			
Total			\$ 2,080	\$ 13	\$ 1,075	\$ 1,279	\$ 4,447	\$ -	\$ -	\$ -

Total for the Month \$ 4,447

Maximum daily single meal expense claimed in the month \$ 13
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.



Instruction:

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

HUBAND, BRENDA	VP/CHIEF HEALTH OPERATIONS	Billing Reporting Period	20/11/2016
Cardholder's Name	Cardholder's Position/Title		
HEALTH OPERATIONS CENTRAL &	SOUTHPORT	Total Statement Amount	\$1,763.64
Cardholder's Dept	Cardholder's Site/Location		
BRENDA.HUBAND@ALBERTAHEALTHSERVICES.CA		Last 6 digits of the P-Card #	[REDACTED]
Cardholder's e-mail address			

Statement of Transactions

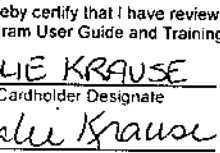
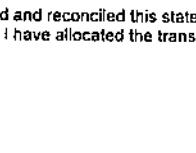
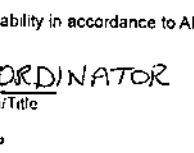
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
20/10/2016		RENAISSANCE EDMONTON A, RENAISSANCE HOTELS	156.00	CAD	156.00	00	.00	Renaissance Hotel stay for attending all day Sr Leadership in Edmonton on Oct 19
20/10/2016		SUTTON PLACE HOTEL EDM, LODGING HOTELS, MOTELS, RESORTS	180.67	CAD	180.67	00	.00	Sutton Hotel stay for attending meeting in Edmonton on Oct 20 - HR mtg with UHA, Security in Clinical Settings, OBP
20/10/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	117.40	CAD	117.40	5.59	.00	Parking at Calgary Airport for flight to Edmonton for 3 days of meetings
21/10/2016		SO "SQ" ALPINE LIM. BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	72.45	CAD	72.45	3.45	.00	Airport Taxi from airport to hotel for attending CAPHC Executive Leadership meeting in Halifax
23/10/2016		ATLANTIS LIMOUSINE SER, LIMOUSINES AND TAXICABS	72.45	CAD	72.45	3.62	.00	Car service from Halifax Central Library to Airport for return flight to Calgary
24/10/2016		AIRPORT TAXI SERVICE, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Car service from SSP to Edmonton Airport for return flight to Calgary
24/10/2016		AIRPORT TAXI SERVICE, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Car service from Edmonton Airport to Hotel for 3 days meetings
24/10/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	88.05	CAD	88.05	4.15	.00	Parking at Calgary Airport for flight to Halifax for attending CAPHC Executive
30/10/2016		WESTIN (WESTIN HOTELS), WESTIN HOTELS	368.26	CAD	368.26	17.54	.00	Hotel stay in Edmonton for 2 days mts Oct 31 & Nov 1 on budget, OBP, all day ELT
01/11/2016		AIRPORT TAXI SERVICE, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Car service from Edmonton Airport to Westin Hotel for attending meetings Oct 31 & Nov 1
01/11/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	88.05	CAD	88.05	4.15	.00	Parking at Calgary Airport for flight to Edmonton for 2 days meetings Oct 31 - Nov 1
04/11/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	29.35	CAD	29.35	1.40	.00	Parking at Calgary Airport for flight to Edmonton for mtgs with Legal, Indigenous Health Program
07/11/2016		AIRPORT TAXI SERVICE, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Airport taxi service from SSP to YEG for return flight to Calgary
07/11/2016		AIRPORT TAXI SERVICE, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Airport taxi from Edmonton Airport for mtgs at SSP and Indigenous Health Program at Focus Bldg
09/11/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	29.35	CAD	29.35	1.40	.00	Parking at Calgary Airport for trip to Edmonton for meeting with legal team
16/11/2016		THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	29.35	CAD	29.35	1.40	.00	Pkg at YYC Airport for trip to Edmonton for meetings at SSP - ELT, ELT budget, Dyad with South Zone

Transactions without Receipts or supporting documentation

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
09/11/2016		WESTIN (WESTIN HOTELS), WESTIN HOTELS	172.20	CAD	172.20	00	.00	Plans changed due to decreased mtgs on Nov 8, travel was rearranged. Cancellation of the Westin Hotel reservation was inadvertently missed

[Handwritten signature]



Signatures		
Cardholder Designate (if Applicable) By signing this statement <ul style="list-style-type: none"> I hereby certify that I have reviewed and reconciled this statement in BMO Online to the best of my ability in accordance to AHS Corporate Policies Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre. 		
<u>ROSALIE KRAUSE</u> Name of Cardholder Designate  Signature of Cardholder Designate	<u>EXEC ADMIN COORDINATOR</u> Cardholder Designate Position/Title <u>02 Dec 2016</u> Date of Signature	
Cardholder By signing this statement <ul style="list-style-type: none"> I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization. A personal cheque for any personal expenses inadvertently charged is attached I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. 		
<u>HUBAND, BRENDIA</u> Name of Cardholder  Signature of Cardholder	<u>VP/CHIEF HEALTH OPERATIONS</u> Cardholder Position/Title <u>2016 Dec 02</u> Date of Signature	
Approver Designate (if Applicable) By signing this statement <ul style="list-style-type: none"> I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. 		
<u>Name of Approver Designate</u>	<u>Approver Designate Position/Title</u>	
<u>Signature of Approver Designate</u>	<u>Date of Signature</u>	
Approver By signing this statement <ul style="list-style-type: none"> I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. 		
<u>Dr. Verma Yiu</u> Name of Approver  Signature of Approver	<u>President + CEO</u> Approver Position/Title <u>Dec 4 / 16</u> Date of Signature	
Submit approved statement with attachments to Accounts Payable:		
Attach: <ul style="list-style-type: none"> Original (or scanned) itemized receipts with documented business reasons including names of participants where required Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report) And where applicable. Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipts Disputes letter Business reasons for travel require detailed descriptions – include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason 	Address: Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
Accounts Payable only:		
Reference # _____	Reviewed by: _____	Date: _____

Room	Name	Rate	Depart	Time	ACCT#
EQ	HUBAND/BRENDA/MS	139.00	10/19/16	09:33	
Type			Arrive	10/18/16	18:21
39					
Room Clerk	Address	Payment	RWD#:		
DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE	
10/18	ROOM	1 139.00			
10/18	DMF	1 4.17			
10/18	GST	1 7.16			
10/18	TRSM LEV	1 5.73			
10/19	CCARD-MC ROOM C/O		156.06		
PAYMENT RECEIVED BY: MASTERCARD					
					.00

GET ALL YOUR HOTEL BILLS BY EMAIL BY UPDATING YOUR
REWARDS PREFERENCES. OR, ASK THE FRONT DESK TO EMAIL YOUR
BILL FOR THIS STAY. SEE "INTERNET PRIVACY STATEMENT" ON
MARRIOTT.COM

Renaissance Hotel stay for attending
all day Sr Leadership in Edmonton on Oct 19

①

Your Rewards points/miles earned on your eligible earnings
will be credited to your account. Check your
Rewards Account Statement for updated activity.



Ms Brenda Huband

Room Number : [REDACTED]
 Arrival Date : 10-19-16
 Departure Date : 10-20-16
 Page : 1 of 1
 Folio Number : [REDACTED]
 Confirmation : [REDACTED]
 Cashier : [REDACTED]

INFORMATION INVOICE

Company Name : ABC Travel

GST No: 121767065 RT 0001 10-20-16

Date	Description	Charges	Credits
10-19-16	Consortia Rate	161.10	
10-19-16	Room Alberta Tourism Levy	6.44	
10-19-16	Room D.M.F.	4.83	
10-19-16	Room GST	8.06	
10-19-16	Room D.M.F. GST	0.24	
10-20-16	Mastercard [REDACTED]		180.67
Total		180.67	180.67
Balance		0.00	CAD

Room GST 8.06
 F&B GST 0.00
 Misc GST 0.24
Total 8.3

Sutton Hotel stay for attending meeting in
 Edmonton on Oct 20 : HR mtg with UNA,
 Security in Clinical Settings, OBP

②

I agree that I am personally liable for the final disposition and payment of any services rendered or goods supplied by The Sutton Place Hotel and further authorize the use of my credit card to facilitate full payment. I accept responsibility in the event the indicated third-party, company or association fails to render full payment of this account, and also for any loss or damage to the premises or its contents.

Guest Signature: _____

A MEMBER OF THE SUTTON PLACE HOTELS GROUP - CHICAGO, EDMONTON, TORONTO, VANCOUVER

10235-101 Street, Edmonton, AB Canada T5J 3E9 Tel 780.428.7111 * Fax 780.441.3098 * 1.866.3.SUTTON (1.866.378.8866)
 email: info_edmonton@suttonplace.com website: www.edmonton.suttonplace.com

RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 10/17/16 15:58
OUT: 10/20/16 18:18
PAID: \$ 117.40
DURATION: 3 02: 20
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT

Parking at Calgary Airport for
flight to Edmonton for 3 days of meetings

③



RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 10/21/16 05:35
OUT: 10/23/16 23:14
PAID: \$ 88.05
DURATION: 2 17: 39
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT

Parking at Calgary Airport for flight
to Halifax for attending CAPHC Executive

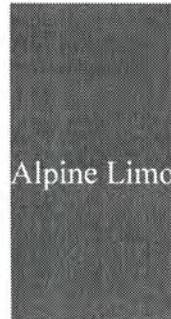
⑧



From: Brenda Huband
Sent: Friday, October 21, 2016 2:47 PM
To: Rosalie Krause
Subject: FW: Receipt from Alpine Limo

Taxi receipt in Halifax from Airport to Hotel.BH

From: Alpine Limo via Square [receipts@messaging.squareup.com]
Sent: October 21, 2016 2:03 PM
To: Brenda Huband
Subject: Receipt from Alpine Limo



Airport Taxi from airport to hotel
for attending CAPHC Executive Leadership
meeting in Halifax

④

\$72.45

Custom Amount	\$63.00
Subtotal	\$63.00
Tip	\$9.45
Total	\$72.45

Alpine Limo
Last Location



MasterCard [REDACTED]

Oct 21 2016 at
5:02PM

BRENDA. HUBAND

Authcode: [REDACTED]



Car service from Halifax Central Library
to Airport for return flight to Calgary

⑤

ALPINE
TAXI & LIMOUSINE
PH: 1 (902) 219-4209
ALPINE_LIMOUSINE@YAHOO.COM

DATE: Oct 23/16

FROM: HFX

TO: YHZ

NO. OF PASSENGERS: _____ EXTRAS: _____

FARE: \$72.45

SIGNATURE: _____

Rosalie Krause

From: Kerry Pace
Sent: Monday, October 24, 2016 1:20 PM
To: Rosalie Krause
Subject: FW: Receipt Oct 18 / Brenda Huband

From: Infinity Transportation Inc [<mailto:infinitytransportationinc@hotmail.com>]
Sent: October 24, 2016 13:18
To: Kerry Pace
Subject: Receipt Oct 18 / Brenda Huband

--Sent from myMail for Android

----- Forwarded Message ----- From: AIRPORT TAXI SERVICE esp_receipt@moneris.com To: infinitytransportationinc@hotmail.com Date: Monday, 24 October 2016, 11:16AM -06:00 Subject: Transaction Receipt - Do Not Reply

AIRPORT TAXI SERVICE

APPROVED

Car service from Edmonton Airport
to Hotel for 3 days meetings

(6)

TYPE PURCHASE

ORDER ID [REDACTED]

AMOUNT (CAD) \$72.00

CARD NUM [REDACTED]
ACCOUNT MC

DATE Oct 24 2016 11:16AM
REF NUM [REDACTED]

AUTH CODE [REDACTED]

APPROVED - THANK YOU [REDACTED]

REFUND POLICY

-----ITEM DETAILS-----

TOTAL (CAD) \$72.00

-----BILLING DETAILS-----

Rosalie Krause

From: Kerry Pace
Sent: Monday, October 24, 2016 1:23 PM
To: Rosalie Krause
Subject: FW: Receipt Oct 20/ Brenda Huband

From: Infinity Transportation Inc [<mailto:infinitytransportationinc@hotmail.com>]
Sent: October 24, 2016 13:22
To: Kerry Pace
Subject: Receipt Oct 20/ Brenda Huband

--
Sent from myMail for Android

----- Forwarded Message ----- From: AIRPORT TAXI SERVICE esp_receipt@moneris.com To: infinitytransportationinc@hotmail.com Date: Monday, 24 October 2016, 11:15AM -06:00 Subject: Transaction Receipt - Do Not Reply

AIRPORT TAXI SERVICE

T:

APPROVED

Car service from SSP to Edmonton
Airport for return flight to Calgary

⑦

TYPE PURCHASE

ORDER ID [REDACTED]

AMOUNT (CAD) \$72.00

CARD NUM [REDACTED]
ACCOUNT MC

DATE Oct 24 2016 11:15AM
REF NUM [REDACTED]

AUTH CODE [REDACTED]

APPROVED - THANK YOU [REDACTED]

REFUND POLICY

-----ITEM DETAILS-----

TOTAL (CAD) \$72.00

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Brenda Huband
Alberta Health Services li

Page Number : 1 Invoice Nbr :
Guest Number :
Folio ID :
Arrive Date : 30-OCT-16 19:31
Depart Date : 01-NOV-16 06:10
No. Of Guest : 1
Room Number :
Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 01-NOV-16 06:20

Date	Reference	Description	Charges (CAD)	Credits (CAD)
30-OCT-16		Room Charge	164.00	
30-OCT-16		GST	8.45	
30-OCT-16		Destination Marketing Fee	4.92	
30-OCT-16		Tourism Levy	6.76	
31-OCT-16		Room Charge	164.00	
31-OCT-16		GST	8.45	
31-OCT-16		Destination Marketing Fee	4.92	
31-OCT-16		Tourism Levy	6.76	
01-NOV-16		Mastercard		-368.26
** Total			368.26	-368.26
*** Balance			0.00	

REST EASY - Nothing recharges mind and body like sound sleep. Experience superior rest at home with the Westin Heavenly(R) Bed, a revitalizing retreat for the sleep of your dreams. Learn more at westin.com/store

Continued on the next page

Hotel stay in Edmonton for meetings
Oct 31 & Nov 1 : Budget, OPB, all day ELT

(9)

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®

HOTELS & RESORTS

Brenda Huband
Alberta Health Services li

Page Number : 2 Invoice Nbr :
Guest Number :
Folio ID :
Arrive Date : 30-OCT-16 19:31
Depart Date : 01-NOV-16 06:10
No. Of Guest : 1
Room Number :
Club Account :

As a Starwood Preferred Guest you have earned at least Starpoints for this visit

Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
10-30-2016	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
10-31-2016	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
11-01-2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-368.26
	-----	-----	-----	-----	-----	-----	-----	-----
Total	328.00	16.90	13.52	0.00	0.00	9.84	368.26	-368.26

Rosalie Krause

From: Infinity Transportation Inc <infinitytransportationinc@hotmail.com>
Sent: Tuesday, November 01, 2016 7:14 PM
To: Rosalie Krause
Subject: Receipt Oct / 30 Brenda Huband

Sent from myMail for Android

----- Forwarded Message ----- From: AIRPORT TAXI SERVICE esp_receipt@moneris.com To: infinitytransportationinc@hotmail.com Date: Tuesday, 01 November 2016, 02:32PM -06:00 Subject: Transaction Receipt - Do Not Reply

AIRPORT TAXI SERVICE

Car service from Edmonton Airport to
Westin Hotel for attending meetings
Oct 31 & Nov 1

(10)

APPROVED

TYPE PURCHASE

ORDER ID [REDACTED]

AMOUNT (CAD) \$72.00

CARD NUM [REDACTED]
ACCOUNT MC

DATE Nov 01 2016 02:13PM
REF NUM [REDACTED]

AUTH CODE [REDACTED] ✓

APPROVED - THANK YOU [REDACTED]

REFUND POLICY

-----ITEM DETAILS-----

TOTAL (CAD) \$72.00

-----BILLING DETAILS-----

RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 10/30/16 16:21
OUT: 11/01/16 19:04
PAID: \$ 88.05
DURATION: 2 02: 43
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT



Parking at Calgary Airport for
flight to Edmonton for 2 days
meetings Oct 31 - Nov 1

11

RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 11/04/16 05:29
OUT: 11/04/16 19:00
PAID: \$ 29.35
DURATION: 0 13: 31
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT



Parking at Calgary Airport for flight to
Edmonton for mtgs with Legal;
Indigenous Health Program

12

Rosalie Krause

From: Infinity Transportation Inc <infinitytransportationinc@hotmail.com>
Sent: Monday, November 07, 2016 5:17 PM
To: Rosalie Krause
Subject: Receipt Nov 1/ Brenda Huband

Sent from myMail for Android

----- Forwarded Message ----- From: AIRPORT TAXI SERVICE esp_receipt@moneris.com To: infinitytransportationinc@hotmail.com Date: Monday, 07 November 2016, 03:01PM -07:00 Subject: Transaction Receipt - Do Not Reply

AIRPORT TAXI SERVICE

APPROVED

TYPE PURCHASE

Airport taxi service from SSP to YEG for return flight to Calgary

(13)

ORDER ID [REDACTED]

AMOUNT (CAD) \$72.00

Dr. Braun joined ride

CARD NUM [REDACTED]

ACCOUNT MC

DATE Nov 07 2016 03:00PM

REF NUM [REDACTED]

AUTH CODE [REDACTED]

APPROVED - THANK YOU [REDACTED]

REFUND POLICY

-----ITEM DETAILS-----

TOTAL (CAD) \$72.00

-----BILLING DETAILS-----

Rosalie Krause

From: Infinity Transportation Inc <infinitytransportationinc@hotmail.com>
Sent: Monday, November 07, 2016 5:18 PM
To: Rosalie Krause
Subject: Receipt Nov 4/ Brenda Huband

Sent from myMail for Android

----- Forwarded Message ----- From: AIRPORT TAXI SERVICE esp_receipt@moneris.com To: infinitytransportationinc@hotmail.com Date: Monday, 07 November 2016, 03:01PM -07:00 Subject: Transaction Receipt - Do Not Reply

AIRPORT TAXI SERVICE

APPROVED

TYPE PURCHASE

ORDER ID [REDACTED]

AMOUNT (CAD) \$72.00

CARD NUM [REDACTED]
ACCOUNT MC

DATE Nov 07 2016 03:00PM
REF NUM [REDACTED]

AUTH CODE [REDACTED]

Airport Taxi from YEG Airport
for meetings at SSP and Indigenous
Health Program at Focus Bldg

14

APPROVED - THANK YOU [REDACTED]

REFUND POLICY

-----ITEM DETAILS-----

TOTAL (CAD) \$72.00

-----BILLING DETAILS-----

RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 11/09/16 05:12
OUT: 11/09/16 14:29
PAID: \$ 29.35
DURATION: 0 09: 17
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT



Parking at Calgary Airport for trip to
Edmonton to meet with Legal prep team

15

RECEIPT
GST NO. R122556194

TKT NO: [REDACTED]
POF: [REDACTED]
IN: 11/15/16 05:10
OUT: 11/15/16 23:32
PAID: \$ 29.35
DURATION: 0 18: 22
(GST INCLUDED)

MASTERCARD
[REDACTED]

YOU HAVE 10 MIN.
TO EXIT



Parking at Calgary Airport for trip to
Edmonton for meetings at SSP - ELT,
ELT budget, Dyad with South Zone,
meeting with Legal

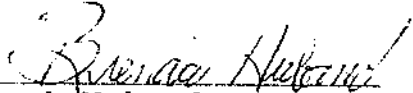
16

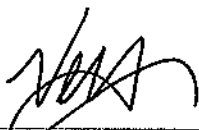
Letter of Attestation: P-Card Expenses

For: Brenda Huband
Month: November 2016
Receipt: \$172.20 Westin Hotel
Reason: **Hotel Reservation Not Cancelled**

Travel to Edmonton was originally scheduled for Nov 7th to stay for 1 night to attend meetings at SSP. Then arrangements were made to extend for an additional night Nov 8th to meet with Legal team the next day. Marlin Travel was unable to extend the Westin Hotel reservation an additional night so booked the Chateau Lacombe instead for Nov 7 and 8th.

Plans had changed due to decreased meetings on Nov 8, therefore travel was rearranged. Cancellation of the Westin Hotel reservation was inadvertently missed.


Brenda Huband
VP & Chief Health Operations Officer
Central and Southern Alberta


Dr. Verna Yiu
President and Chief Executive Officer

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 603.14								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/21/2016	Flight to Halifax for attending CAPHC Executive Leadership Meeting		Mileage-Local-Home Zone	\$ 38.38				1			76
10/22/2016	Hotel stay in Halifax NS for attending CAPHC Executive Leadership meeting	AB - Local	Accommodations	\$ 198.24				1			
10/24/2016	Parking at UoC for attending Quality Summit Conference	AB - Local	Parking - Lot or Parkade	\$ 7.00				1			
10/25/2016	Parking at UoC for attending Quality Summit Conference	AB - Local	Parking - Lot or Parkade	\$ 7.00				1			
10/30/2016	Flight to Edmonton for attending mtgs Oct 31-Nov 1		Mileage-Local-Home Zone	\$ 38.38				1			76
11/4/2016	Flight to Edmonton for attending Indigenous Health Program meeting		Mileage-Local-Home Zone	\$ 38.38				1			76
11/9/2016	Flight to Edmonton for meetings at SSP		Mileage-Local-Home Zone	\$ 38.38				1			76
11/9/2016	Taxi from SSP to Edmonton Airport for return flight to Calgary	AB - Local	Taxi	\$ 62.00				1			
11/15/2016	Attending meetings in Edmonton all day Nov 15	AB - Local	Taxi	\$ 62.00				1			

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 603.14								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
11/15/2016	Taxi to Edmonton Airport for return flight to Calgary	AB - Local	Taxi	\$ 62.00				1			
11/15/2016	Flight to Edmonton for meetings at SSP		Mileage-Local-Home Zone	\$ 38.38				1			76
11/15/2016	Meetings at SSP Edmonton back to back all day	AB - Local	Meals Per Diem	\$ 13.00			Lunch = \$13.00	1			
Approver(s) for the claim		Approval Status	Approval Date								
YIU, VERNA		Approve	2-Dec-16								

Four Points Halifax
1496 Hollis Street
Halifax, NS B3J 3Z1
Canada
Tel: 902 423 4444 Fax: 902 423 2327



Brenda Huband

Page Number : 1
Confirmation :
Folio ID :

Invoice #

22-OCT-16 08:21
23-OCT-16 11:40
1

Tax ID : 804893568RT0001

Four Points Halifax OCT-23-2016 11:50 C.J

Date	Reference	Description	Charges/Refunds (CAD)	Payments/Admints (CAD)
22-OCT-16		Room Charge - SET	169.00	
22-OCT-16		HRM Marketing Levy	3.38	
22-OCT-16		HST	25.35	
22-OCT-16		Levy HST	0.51	
23-OCT-16				-198.24
** Total			198.24	-198.24
*** Balance			-0.00	

As a Starwood Preferred Guest you have earned at least [REDACTED] starpoints for this visit [REDACTED]

Did you know that SPG Points transfer to Aeroplan? We hope you enjoyed your stay in Halifax, come back soon!

Hotel stay in Halifax Nova Scotia for attending CAPHC Executive Leadership Roundtable meeting
Was paid via personal Visa as noted above, vs using pcard Mastercard

THE UNIVERSITY OF
CALGARY
PARKING SERVICES
LOT 10

ONE
ENTRY

10/24/2016

\$7.00

07:01 AM 610004
TKT# [REDACTED]
TRN# [REDACTED] SFT# [REDACTED]

THE UNIVERSITY OF
CALGARY
PARKING SERVICES
LOT 10

ONE
ENTRY

10/25/2016

\$7.00

07:42 AM
TKT# [REDACTED]
TRN# [REDACTED] SFT# [REDACTED]

Parking at University Calgary for
attending Quality Summit Conference
October 24 and 25th

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2016/11/09
TIME 1357 12:14:45
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
TOTAL

\$66.00

VISA

\$62.00

Airport Taxi from SSP meetings to
YEG Airport for return flight to Calgary

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST#816050991

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

Taxi from Edmonton Airport to SSP
Attending meetings in
Edmonton all day Nov 15

CARD [REDACTED]
CARD TYPE VISA
DATE 2016/11/15
TIME 5364 19:43:40
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
TOTAL

\$66.00

VISA

62.00

BN

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST#816050991

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2016/11/15
TIME 1307 19:42:45
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
TOTAL

\$66.00

VISA

62.00

BN

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST#816050991

Taxi from SSP to Edmonton Airport
for return flight to Calgary

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 :	BRENDA HUBAND	Reporting Period for the Month of :	October 21 - November 20, 2016
---------------	---------------	--	--------------------------------

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
21-Oct-2016	Direct Billing	Airline Ticket	AirCanada change fee for changing return flight to Calgary from Oct 19th to 20th to accommodate a AHS/UNA OBP meeting	Marlin Travel	84.90
26-Oct-2016	Direct Billing	Airline Ticket	Flight to Edmonton to attend meetings in Edmonton Nov 1 - 4th, returned evening of Nov 1st due to cancellation of Edmonton meetings on Nov 2 & 3	Marlin Travel	378.26
27-Oct-2016	Direct Billing	Airline Ticket	Flight to Edmonton Nov 4th for meetings with Legal and Indigenous Health Program	Marlin Travel	368.76
7-Nov-2016	Direct Billing	Airline Ticket	Flight to Edmonton for all day meetings at SSP for Nov 8th and 9th	Marlin Travel	391.96
7-Nov-2016	Direct Billing	Airline Ticket	AirCanada change fee for cancelling flight to Edmonton on Nov 7th due to meetings at SPP changed for Nov 8th. Flight was changed to fly and return on Nov 9th due to mgt with ELT members and Legal	Marlin Travel	151.00
Total Paid in the Month					

10-Nov-2016	Direct Billing	Airline Ticket	Flight to Edmonton for meetings at SSP : ELT, ELT Budget and dyad meeting with South Zone, meetings with Legal	Marlin Travel	357.36
16 Nov, 2016	Direct Billing	Airline Ticket	Flight to Edmonton for meetings at SSP: Integration Community Programs, Cont. Care with D. Obriens team, ELT, Dyad meeting with CEO	Marlin Travel	347.86

Total 2,080.10



Trip Statement

ALBERTA HEALTH SERVICES
"SUITE 800, NORTH TOWER"
10030-107 ST
EDMONTON, AB T5J 3E4
CANADA

Trip #: [REDACTED]
Booking Date: 21 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

INSURANCE

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	84.90	0.00	\$0.00	0.00	0.00	84.90 CAD
Total:	84.90	0.00	0.00	0.00	0.00	84.90 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	10/19/2016		[REDACTED]	84.90 CAD
Total Payment:					84.90 CAD
Balance Due CAD Currency					0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL ALL DAY SR. LEADERSHIP MTG

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
***** FOR AIR TRAVEL TO A FOREIGN COUNTRY PASSENGERS MUST ENSURE THAT THEY
HAVE ALL NECESSARY TRAVEL DOCUMENTS SUCH AS A PASSPORT OR VISA AS DIRECTED BY EMBASSIES AND
CONSULATES. ALL PASSENGERS ARE ADVISED TO VIEW
[HTTP://WWW.AIRCANADA.COM/EN/TRAVELINFO/BEFORE/TRAVELDOC.HTML](http://www.aircanada.com/en/travelinfo/before/traveldoc.html) FOR IMPORTANT INFORMATION ON
IDENTIFICATION REQUIRED FOR TRAVEL. ***** **PLEASE NOTE CHECKIN
TIMES***** **DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45
MINUTES PRIOR -----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](http://www.aircanada.com) TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES
"SUITE 800, NORTH TOWER"
10030-107 ST
EDMONTON, AB T5J 3E4
CANADA

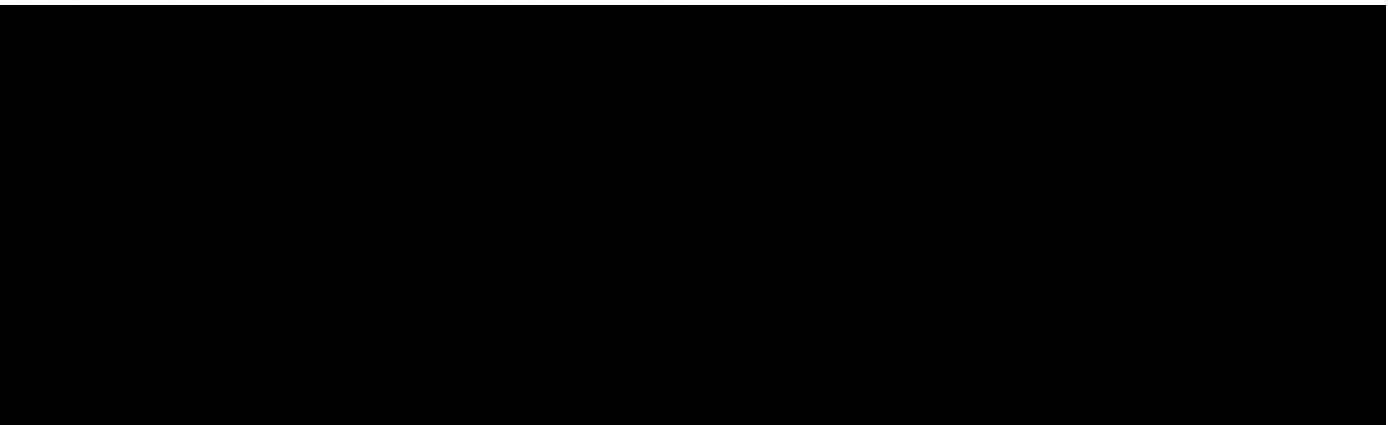
Trip #: [REDACTED]
Booking Date: 21 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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: BRENDA HUBAND

Booking Date: 27 Apr 16
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08169	EDMONTON INTL 20 Oct 16 4:50PM		CALGARY INTL 20 Oct 16 5:42PM	U		



Trip Statement

ALBERTA HEALTH SERVICES
MARLIN TRAVEL GOVT CENTER
9929 - 108TH STREET
EDMONTON AB
T5K1G8

Trip #: [REDACTED]
Booking Date: 26 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

INSURANCE

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	303.30	0.00	\$0.00	74.96	0.00	378.26 CAD
Total:	303.30	0.00	0.00	74.96	0.00	378.26 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	10/26/2016		[REDACTED]	378.26 CAD
				Total Payment:	378.26 CAD
				Balance Due CAD Currency	0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL ELT AND INDIGENOUS HEALTH PROGRAM FORUM

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 2ECO *****
*****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
***** FOR AIR TRAVEL TO A FOREIGN COUNTRY PASSENGERS MUST ENSURE THAT THEY HAVE ALL NECESSARY TRAVEL DOCUMENTS SUCH AS A PASSPORT OR VISA AS DIRECTED BY EMBASSIES AND CONSULATES. ALL PASSENGERS ARE ADVISED TO VIEW
[HTTP://WWW.AIRCANADA.COM/EN/TRAVELINFO/BEFORE/TRAVELDOC.HTML](http://www.aircanada.com/en/travelinfo/before/traveldoc.html) FOR IMPORTANT INFORMATION ON IDENTIFICATION REQUIRED FOR TRAVEL. *****
*****PLEASE NOTE CHECKIN TIMES*****
*****DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR *****DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR -----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.

ALBERTA HEALTH SERVICES
MARLIN TRAVEL GOVT CENTER
9929 - 108TH STREET
EDMONTON AB
T5K1G8

Trip #: [REDACTED]
Booking Date: 26 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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:	BRENDA HUBAND	Booking Date:	27 Apr 16
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08225	CALGARY INTL 30 Oct 16 6:00PM		EDMONTON INTL 30 Oct 16 6:50PM	V		



AIR

Passengers:	BRENDA HUBAND	Booking Date:	27 Apr 16
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08171	EDMONTON INTL 04 Nov 16 6:00PM		CALGARY INTL 04 Nov 16 6:56PM	W		



Trip Statement

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

Trip #: [REDACTED]
Booking Date: 27 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

INSURANCE

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	293.80	0.00	\$0.00	74.96	0.00	368.76 CAD
Total:	293.80	0.00	0.00	74.96	0.00	368.76 CAD

PAYMENTS

Invoice #	Payment Date	Card Holder	Form of Payment	Amount
[REDACTED]	10/27/2016	[REDACTED]	[REDACTED]	368.76 CAD
Total Payment:				368.76 CAD

Balance Due CAD Currency 0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL ELT

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
***** FOR AIR TRAVEL TO A FOREIGN COUNTRY PASSENGERS MUST ENSURE THAT THEY HAVE ALL NECESSARY TRAVEL DOCUMENTS SUCH AS A PASSPORT OR VISA AS DIRECTED BY EMBASSIES AND CONSULATES. ALL PASSENGERS ARE ADVISED TO VIEW
[HTTP://WWW.AIRCANADA.COM/EN/TRAVELINFO/BEFORE/TRAVELDOC.HTML](http://www.aircanada.com/en/travelinfo/before/traveldoc.html) FOR IMPORTANT INFORMATION ON IDENTIFICATION REQUIRED FOR TRAVEL. *****PLEASE NOTE CHECKIN TIMES*****
**DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR -----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](http://www.aircanada.com) TO CHECK IN AND PRINT YOUR BOARDING PASS.

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tél : 780 425 8611

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

Trip #: [REDACTED]
Booking Date: 27 Oct 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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:	BRENDA HUBAND	Booking Date:	27 Oct 16
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08130	CALGARY INTL 04 Nov 16 6:45AM		EDMONTON INTL 04 Nov 16 7:39AM	W		
AIR CANADA	08171	EDMONTON INTL 04 Nov 16 6:00PM		CALGARY INTL 04 Nov 16 6:56PM	W		



Trip Statement

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

Trip #: [REDACTED]
Booking Date: 07 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: TRINA MACAULEY

File Locator: [REDACTED]

INSURANCE

PASSENGERS: BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	317.00	0.00	\$0.00	74.96	0.00	391.96 CAD
Total:	317.00	0.00	0.00	74.96	0.00	391.96 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	11/04/2016		[REDACTED]	391.96 CAD
				Total Payment:	391.96 CAD

Balance Due CAD Currency 0.00 CAD

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
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

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

Trip #: [REDACTED]
Booking Date: 07 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: TRINA MACAULEY

File Locator: [REDACTED]

MY ITINERARY

Passengers

BRENDA HUBAND

Citizenship

Not Specified

Required Travel Documents

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: BRENDA HUBAND

Booking Date: 04 Nov 16
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08225	CALGARY INTL 07 Nov 16 6:00PM		EDMONTON INTL 07 Nov 16 6:50PM	V		
AIR CANADA	08143	EDMONTON INTL 09 Nov 16 12:10PM		CALGARY INTL 09 Nov 16 1:06PM	W		



Trip Statement

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

Trip #: [REDACTED]
Booking Date: 07 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: TRINA MACAULEY

File Locator: [REDACTED]

INSURANCE

PASSENGERS: BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	1.00	0.00	\$0.00	0.00	150.00	151.00 CAD
Total:	1.00	0.00	0.00	0.00	150.00	151.00 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	11/07/2016	[REDACTED]	[REDACTED]	151.00 CAD
				Total Payment:	151.00 CAD

Balance Due CAD Currency 0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL EDMONTON TEAM 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 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 -----

-----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 TIMES***** **DOMESTIC FLIGHTS-

-CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tél : 780 425 8611

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

Trip #: [REDACTED]
Booking Date: 07 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: TRINA MACAULEY

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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: BRENDA HUBAND				Booking Date: 07 Nov 16			
				File Locator/Ticket #: [REDACTED]			
Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08130	CALGARY INTL 09 Nov 16 6:45AM		EDMONTON INTL 09 Nov 16 7:39AM	V		
AIR CANADA	08149	EDMONTON INTL 09 Nov 16 1:30PM		CALGARY INTL 09 Nov 16 2:22PM	V		

**Invoice**

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

Trip #: [REDACTED]
Booking Date: 10 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

INSURANCE

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	282.40	0.00	\$0.00	74.96	0.00	357.36 CAD
Total:	282.40	0.00	0.00	74.96	0.00	357.36 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	11/09/2016		[REDACTED]	357.36 CAD
Total Payment:					357.36 CAD

Balance Due CAD Currency 0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL ELT

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
***** FOR AIR TRAVEL TO A FOREIGN COUNTRY PASSENGERS MUST ENSURE THAT THEY HAVE ALL NECESSARY TRAVEL DOCUMENTS SUCH AS A PASSPORT OR VISA AS DIRECTED BY EMBASSIES AND CONSULATES. ALL PASSENGERS ARE ADVISED TO VIEW
[HTTP://WWW.AIRCANADA.COM/EN/TRAVELINFO/BEFORE/TRAVELDOC.HTML](http://www.aircanada.com/en/travelinfo/before/traveldoc.html) FOR IMPORTANT INFORMATION ON IDENTIFICATION REQUIRED FOR TRAVEL. *****
PLEASE NOTE CHECKIN TIMES**
**DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR -----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](http://www.aircanada.com) TO CHECK IN AND PRINT YOUR BOARDING PASS.

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tel : 780 425 8611

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

Trip #: [REDACTED]
Booking Date: 10 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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:	Booking Date:	File Locator/Ticket #:
BRENDA HUBAND	09 Nov 16	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08130	CALGARY INTL 15 Nov 16 6:45AM		EDMONTON INTL 15 Nov 16 7:39AM	W		
AIR CANADA	08163	EDMONTON INTL 15 Nov 16 10:10PM		CALGARY INTL 15 Nov 16 11:02PM	W		

**Invoice**

ALBERTA HEALTH SERVICES
MARLIN TRAVEL GOVT CENTER
9929 - 108TH STREET
EDMONTON AB
T5K1G8

Trip #: [REDACTED]
Booking Date: 16 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

INSURANCE

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	272.90	0.00	\$0.00	74.96	0.00	347.86 CAD
Total:	272.90	0.00	0.00	74.96	0.00	347.86 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	11/16/2016			0.00 CAD
	[REDACTED]	11/16/2016		[REDACTED]	347.86 CAD
Total Payment:					347.86 CAD
Balance Due CAD Currency					0.00 CAD

CORPORATE UNIT 101
REASON FOR TRAVEL ELT

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Tél : 780 425 8611

ALBERTA HEALTH SERVICES
MARLIN TRAVEL GOVT CENTER
9929 - 108TH STREET
EDMONTON AB
T5K1G8

Trip #: [REDACTED]
Booking Date: 16 Nov 16
Client: [REDACTED]
Client Phone #: [REDACTED]
Client Email: [REDACTED]
Agent: MEA MOORE

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	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: BRENDA HUBAND		Booking Date: 03 May 16				
		File Locator/Ticket #: [REDACTED]				
Airline	Flight	From	Terminal To	Class/Seat	Stops	
AIR CANADA	08225	CALGARY INTL 21 Nov 16 6:00PM		EDMONTON INTL 21 Nov 16 6:50PM	G/	



AIR

Passengers: BRENDA HUBAND		Booking Date: 03 May 16				
		File Locator/Ticket #: [REDACTED]				
Airline	Flight	From	Terminal To	Class/Seat	Stops	
AIR CANADA	08171	EDMONTON INTL 22 Nov 16 6:00PM		CALGARY INTL 22 Nov 16 6:56PM	G/	