

## Official Administrator and Executive Expense Report

**Name** Dr. Francois Belanger  
**Title** VP & Medical Director, Central & Southern Alberta  
**Location** Calgary  
 Expenses submitted during the month of March 2015

		Travel (1)								
Month-Year	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Mar-15	P-Card	Various Meetings	1,256		830	954	3,040			
Mar-15	Expense	Meetings		212		453	665			
<b>Total</b>			\$ 1,256	\$ 212	\$ 830	\$ 1,407	\$ 3,705	\$ -	\$ -	\$ -

**Total for the Month** \$ 3,705

Maximum daily single meal expense claimed in the month \$ 21  
 Maximum daily base hotel rate claimed in the month \$ 184  
 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.

Car allowance 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

BELANGER, FRANCOIS Cardholder's Name	VICE PRESIDENT & MEDICAL Cardholder's Position/Title	Billing Reporting Period:	20/03/2015
HEALTH OPERATIONS CENTRAL & Cardholder's Dept	SOUTHPORT Cardholder's Site/Location	Total Statement Amount:	\$3,039.66
FRANCOIS.BELANGER@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card #:	[REDACTED]

**Statement of Transactions**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description	
20/02/2015	381270780	AIR CAN [REDACTED] AIR CANADA	205.93	CAD	205.93	.00	.00	F. Belanger Executive Leadership Team mtg Feb 24 Edmonton YYC to YEG	1
20/02/2015	381270781	AIR CAN [REDACTED] AIR CANADA	205.93	CAD	205.93	.00	.00	F. Belanger Executive Leadership Team mtg Feb 24 Edmonton YEG to YYC	2
24/02/2015	381723947	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	28.35	CAD	28.35	1.35	.00	F. Belanger Executive Leadership Team mtg Feb 24 Edmonton Parking YYC	3
26/02/2015	382109481	AIR CAN [REDACTED] AIR CANADA	195.43	CAD	195.43	.00	.00	F. Belanger Exec. Leadership Team mtg, PPEC, EMS Local Heros, CMO mtg Mar 3-5 Edmonton YYC to YEG	4
27/02/2015	381960312	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg Edmonton Feb 3 YEG to SSP	5
27/02/2015	381960313	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger World Cancer Day Event Cross Cancer Institute Edmonton Feb 4 CCI to YEG	6
27/02/2015	381960314	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg Edmonton Feb 10 YEG to SSP	7
27/02/2015	381960315	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg Edmonton Feb 10 SSP to YEG	8
27/02/2015	381960316	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger AB Clinical Pathways Steering Committee and AB Infrastructure mtgs Edmonton Feb 12 Leduc Best Western to	9
27/02/2015	381960317	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger AB Clinical Pathways Steering Committee and AB Infrastructure mtgs Edmonton Feb 12 SSP to YEG	10
27/02/2015	381960318	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg Edmonton Feb 17 YEG to Legislative Bldg	11
27/02/2015	381960319	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger interviews VP HR and Sr. Leaders mtg Edmonton Feb 18 SSP to YEG	12
27/02/2015	381960320	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg and CCP mtg with Minister Edmonton Feb 18 YEG to SSP	13
27/02/2015	381960321	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	F. Belanger Executive Leadership Team mtg and CCP mtg with Minister Edmonton Feb 18 SSP to YEG	14
03/03/2015	382648472	AIR CAN [REDACTED] AIR CANADA	252.13	CAD	252.13	.00	.00	F. Belanger Exec. Leadership Team mtg, PPEC, EMS Local Heros, CMO mtg Mar 3-5 Edmonton YEG to YYC	15
05/03/2015	382836841	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	78.75	CAD	78.75	3.75	.00	F. Belanger Exec. Leadership Team mtg, PPEC, EMS Local Heros, CMO mtg Mar 3-5 Edmonton YYC Parking	16
06/03/2015	382648473	THE WESTIN EDMONTON, WESTIN HOTELS	413.16	CAD	413.16	77.28	.00	F. Belanger Exec. Leadership Team mtg, PPEC, EMS Local Heros, CMO mtg Mar 3-5 Edmonton Accommodation Mar 3 and 4	17
06/03/2015	382836839	WESTJET [REDACTED] Westjet Airlines	5.25	CAD	5.25	.00	.00	F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs Edmonton Mar 10-11 YYC to	18
06/03/2015	382836840	WESTJET [REDACTED] Westjet Airlines	200.68	CAD	200.68	.00	.00	F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs Edmonton Mar 10-11 YYC to	19
06/03/2015	382966105	AIR CAN [REDACTED] AIR CANADA	190.18	CAD	190.18	.00	.00	F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs Edmonton Mar 10-11 YEG to	20
11/03/2015	383455425	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	56.70	CAD	56.70	2.70	.00	F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs Edmonton Mar 10-11 Parking	21
12/03/2015	383455424	THE WESTIN EDMONTON, WESTIN HOTELS	193.11	CAD	193.11	36.12	.00	F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs Edmonton Mar 10-11	22
13/03/2015	383741636	AIR CAN [REDACTED] CANADA	200.68	CAD	200.68	.00	.00	F. Belanger Executive Leadership Team mtg Edmonton March 17 YYC to YEG	23

13/03/2015	383741637	AIR CAN ██████████, AIR CANADA	190.18	CAD	190.18	.00	.00	F. Belanger Executive Leadership Team mtg Edmonton March 17 YEG to YYC
17/03/2015	384195839	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	21.00	CAD	21.00	1.00	.00	F. Belanger Meetings Edmonton Mar 17-18 parking YYC (flight delayed, drove to Edmonton)
18/03/2015	383997773	IMPARK00020256U, AUTOMOBILE PARKING LOTS AND GARAGES	25.00	CAD	25.00	1.19	.00	F. Belanger Executive Leadership Team mtg Edmonton March 17 Parking Edmonton
18/03/2015	383997774	AIR CAN ██████████ CANADA	-200.68	CAD	-200.68	.00	.00	F. Belanger Executive Leadership Team mtg Edmonton March 17 YYC to YEG cancelled flight delayed
18/03/2015	383997775	AIR CAN ██████████, AIR CANADA	-190.18	CAD	-190.18	.00	.00	F. Belanger Executive Leadership Team mtg Edmonton March 17 cancelled am flight delayed so drove to Edmonton
18/03/2015	384195837	EDMONTON INTERNATIONAL, AUTOMOBILE PARKING LOTS AND GARAGES	24.50	CAD	24.50	1.17	.00	F. Belanger Primary Care Alliance Clinical Pathways presentation Edmonton Feb 18 parking YEG
19/03/2015	384195838	THE WESTIN EDMONTON, WESTIN HOTELS	223.56	CAD	223.56	36.12	.00	F. Belanger Exec Leadership Team, Primary Care Alliance Clinical Pathways presentation, Cancer Control mtg Edmonton Mar 17-18

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<b>Signatures</b>		
<b>Cardholder Designate (if Applicable)</b>		
By signing this statement		
<ul style="list-style-type: none"> <li>• 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.</li> </ul>		
<u>MARLENE HAMILTON</u>	<u>EXECUTIVE COORDINATOR</u>	
<small>Name of Cardholder Designate</small>	<small>Cardholder Designate Position/Title</small>	
<u>M. Hamilton</u>	<u>2015 03 20</u>	
<small>Signature of Cardholder Designate</small>	<small>Date of Signature</small>	
<b>Cardholder</b>		
By signing this statement		
<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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 personal expenses inadvertently charged is attached.</li> <li>• I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.</li> </ul>		
<u>BELANGER, FRANCOIS</u>	<u>VICE PRESIDENT &amp; MEDICAL</u>	
<small>Name of Cardholder</small>	<small>Cardholder Position/Title</small>	
<u>Francois Belanger</u>	<u>2015 03 21</u>	
<small>Signature of Cardholder</small>	<small>Date of Signature</small>	
<b>Approver Designate (if Applicable)</b>		
By signing this statement		
<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.</li> </ul>		
<u>Susan Best</u>	<u>Exec. Assistant</u>	
<small>Name of Approver Designate</small>	<small>Approver Designate Position/Title</small>	
<u>Susan Best</u>	<u>March 25, 2015</u>	
<small>Signature of Approver Designate</small>	<small>Date of Signature</small>	
<b>Approver</b>		
By signing this statement		
<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.</li> </ul>		
<u>Deborah Rhodes</u>	<u>VP Corp. Services + CFO</u>	
<small>Name of Approver</small>	<small>Approver Position/Title</small>	
<u>Deborah Rhodes</u>	<u>March 30/15</u>	
<small>Signature of Approver</small>	<small>Date of Signature</small>	
<b>Submit approved statement with attachments to Accounts Payable:</b>		
<b>Attach.</b>	<b>Address:</b>	
<ul style="list-style-type: none"> <li>• Original (or scanned) itemized receipts with documented business reasons including names of participants where required</li> <li>• Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report)</li> </ul> <p>And where applicable:</p> <ul style="list-style-type: none"> <li>• Copies of pre-approvals for travel</li> <li>• Personal cheque payable to "Alberta Health Services"</li> <li>• Return, refund and/or credit receipts</li> <li>• Disputes letter</li> <li>• Business reasons for travel require detailed descriptions – include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason.</li> </ul>	Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
<b>Accounts Payable only:</b>		
Reference #: _____	Reviewed by: _____	Date: _____



## Booking Information

Booking Reference: [REDACTED]

### Customer Care

Air Canada  
1-888-247-2262  
Flight Arrivals and  
Departures  
1-888-422-7533

Electronic Ticketing confirmed. This is your official  
itinerary/receipt.

Main Contact:

Mr. Francois Belanger

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

### Online Services

[Manage my booking online](#) (view/change my booking; select seats\*)

[Select Seats](#)

[Maple Leaf Lounge | Meal Vouchers | On My Way](#)

[Alert me](#) of flight status changes directly to my mobile phone or email

[Flight Arrivals & Departures](#) - check online if my flight is on time.

[Check-in online](#) and print my boarding pass

\* Can my booking be changed online?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132	Calgary (YYC) Tue 24-Feb 2015 07:30	Edmonton, Edmonton Int'l (YEG) Tue 24-Feb 2015 08:30	0	1hr00	DH8	Eleg. V	

Operated by:

1 Air Canada Express - Jazz

## Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number [REDACTED]

Air Canada - [REDACTED]

Aeroplan : [REDACTED]

Payment Card: [REDACTED]

Seat Selection:

AC8132 7C

Meal Preference : None

Special Needs: None

## Purchase Summary

### Fare Summary

Passenger Type

Adult

### Air Transportation Charges

Departing Flight - Jlex

147.00

Surcharges

12.00

### Taxes, Fees and Charges

Canada Airport Improvement Fee

30.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

9.81

Air Travellers Security Charge (ATSC)

7.12

Total before options (per passenger)	205.93
Number of passengers	x 1
Total with options	205.93
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$205.93</b>

**Payment Information**

**Credit/Debit Card** [REDACTED] - Amount paid: **\$205.93**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$205.93 (Air Transp. Charges - per ticket)

**F. Belanger Executive Leadership Team mtg  
Feb 24 Edmonton  
YYC to YEG**

Ticket number(s): [REDACTED]



**Fare Rules**

**Departing Flight Calgary (YYC) To Edmonton (YEG) - Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

**Baggage Allowance and Fees**

## Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr Francois Belanger

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

### Online Services

**Manage** my booking online (view/change my booking; select seats\*)

**Select Seats**

**Maple Leaf Lounge | Meal Vouchers | On My Way**

**Alert me** of flight status changes directly to my mobile phone or email.

**Flight Arrivals & Departures** - check online if my flight is on time.

**Check-in online** and print my boarding pass.

### Customer Care

Air Canada

1-888-247-2267

Flight Arrivals and Departures

1-888-422-7533

\* Can my booking be changed online?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8153 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Tue 24-Feb 2015 18:00	Calgary (YYC) Tue 24-Feb 2015 18:53	0	0hr53	DH4	Flex, V	

Operated by:

Air Canada Express - Jazz

## Passenger Information

1: Mr Francois Belanger : Adult (15+), Ticket Number: [REDACTED]

Air Canada - [REDACTED]  
Aeroplan : [REDACTED]

Meal Preference : None

Payment Card: [REDACTED]

Special Needs: None

Seat Selection:

AC8153 11D

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	147.00
Surcharges	12.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.81
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	205.93
Number of passengers	x 1



Total with options	205.93
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$205.93</b>

**Payment Information**

**Credit/Debit Card** [REDACTED] Amount paid: **\$205.93**  
 The following amount (tax inclusive) will appear on your credit card or debit card statement.

Air Canada: \$205.93 (Air Transp. Charges - per ticket)

**F. Belanger Executive Leadership Team mtg  
 Feb 24 Edmonton  
 YEG to YYC**

Ticket number(s) [REDACTED]

2

**Fare Rules**

**Departing Flight** Edmonton (YEG) To Calgary (YYC) - Flex

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

**Baggage Allowance and Fees**

Prepare your checked and carry-on baggage with the help of our [Baggage Guide](#).



**RECEIPT**  
**GST NO. R122556194**

EXIT No. [REDACTED]  
IN: 02/24/15 06:08  
OUT: 02/24/15 19:06  
DURATION: 0 12: 58 ✓  
PAID: \$ 28.35  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
REF. [REDACTED]  
THANK YOU FOR  
YOUR VISIT

Calgary International Airport Parkade

F. Belanger Executive Leadership Team mtg  
Feb 24 Edmonton  
Parking YYC 3

**RECEIPT**  
**GST NO. R122556194**

EXIT No. [REDACTED]  
IN: 03/03/15 06:06  
OUT: 03/05/15 17:04  
DURATION: 2 10: 58 ✓  
PAID: \$ 78.75  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
REF. [REDACTED]  
THANK YOU FOR  
YOUR VISIT

Calgary International Airport Parkade

F. Belanger Exec. Leadership Team mtg, PPEC,  
EMS Local Heroes Lend a Hand for Cancer  
Research , CMO mtg  
Mar 3-5 Edmonton  
YYC Parking 16

**RECEIPT**  
**GST NO. R122556194**

EXIT No. [REDACTED]  
IN: 03/10/15 05:54  
OUT: 03/11/15 19:07  
DURATION: 1 13: 13 ✓  
PAID: \$ 56.70  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
REF. [REDACTED]  
THANK YOU FOR  
YOUR VISIT

Calgary International Airport Parkade

F. Belanger Exec. Leadership Team, Joint Zone Medical Directors,  
GOEC, Dyad and AARP mtgs  
Edmonton Mar 10-11  
Parking YYC 21

Tue 3 March : ELT Meeting  
 Wed 4 Mar : PPEC (Provincial Practitioner Exec. Cmte)  
 : EMS Local Heroes Lend A Hand For  
 Cancer Research

**Margaret Hampong**

wed 4 & Thu 5 March : CMO Senior Leaders Mtg .

**From:** Air Canada <confirmation@aircanada.ca>  
**Sent:** Thursday, February 26, 2015 4:19 PM  
**To:** Margaret Hampong  
**Subject:** Air Canada - 03-Mar: Calgary - Edmonton (booking ref: [REDACTED])

4

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*



## Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

[View your planner >](#)

### Booking Information

**Booking Reference:** [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.  
**Main Contact:**  
 Mr Francois Belanger

Mobile: [REDACTED]  
 Home: [REDACTED]  
 Work: [REDACTED]

#### Online Services

**Manage** my booking online (view/change my booking; select seats\*).  
**Select Seats**  
**Maple Leaf Lounge | Meal Vouchers | On My Way**  
**Alert me** of flight status changes directly to my mobile phone or email.  
**Flight Arrivals & Departures** - check online if my flight is on time.  
**Check-in online** and print my boarding pass.

**Customer Care**  
 Air Canada  
 1-888-247-2262  
**Flight Arrivals and Departures**  
 1-888-422-7533

\* Can my booking be changed online?

### Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
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AC8132 <sup>1</sup>	<b>Calgary (YYC)</b> Tue 03-Mar 2015 07:30	<b>Edmonton, Edmonton Int'l (YEG)</b> Tue 03-Mar 2015 08:30	0	1hr00	DH3	Flex, W
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Operated by:  
<sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]  
 Air Canada - [REDACTED] Meal Preference : None  
 Aeroplan : [REDACTED] Special Needs: None  
 Payment Card: [REDACTED]  
 Seat Selection: None

**Purchase Summary**

Fare Summary	Adult
Passenger Type	
<b>Air Transportation Charges</b>	
Departing Flight - Flex	137.00
<u>Surcharges</u>	12.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.31
<u>Air Travellers Security Charge (ATSC)</u>	7.12
Total before options (per passenger)	195.43
Number of passengers	x 1
Total with options	195.43
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$195.43</b> ✓

**Payment Information**

Credit/Debit Card [REDACTED] - Amount paid: \$195.43  
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$195.43 (Air Transp. Charges - per ticket)

Ticket number(s): [REDACTED]

**Fare Rules**

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - Flex

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto



F. Belanger  
Feb 3, 4, 10 / 2015

F. Belanger Executive Leadership Team mtg  
Edmonton Feb 10  
SSP to YEG

8

DR BELANGER  
Feb. 10 / 2015  
SSP to Ap.

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5800

Term Id: 4502412509440  
Item #: 1109  
M/C PURCHASE  
Dr Id: 114995  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST 862184769

Date: 2015/02/27 Time: 11:50:07  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

DR BELANGER  
Feb. 10 / 2015  
Ap to SSP

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5800

Term Id: 4502412509440  
Item #: 1108  
M/C PURCHASE  
Dr Id: 114995  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST 862184769

Date: 2015/02/27 Time: 11:48:44  
Response: [REDACTED]

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F. Belanger Executive Leadership Team mtg  
Edmonton Feb 10  
YEG to SSP

7

F. Belanger World Cancer Day Event Cross Cancer Institute  
Edmonton Feb 4  
CCI to YEG

6

DR. BELANGER  
Feb. 04 / 2015  
Cross Cancer Inst to Ap

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5800

Term Id: 4502412509440  
Item #: 1095  
M/C PURCHASE  
Dr Id: 114995  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST 862184769

Date: 2015/02/27 Time: 11:14:57  
Response: [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger Executive Leadership Team mtg  
Edmonton Feb 3  
YEG to SSP

5

DR. BELANGER  
Feb. 03 / 2015  
Ap to SSP

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5800

Term Id: 4502412509440  
Item #: 1094  
M/C PURCHASE  
Dr Id: 114995  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST 862184769

Date: 2015/02/27 Time: 11:13:26  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger AB Clinical Pathways Steering Committee and  
AB Infrastructure mtgs Edmonton Feb 12  
Leduc Best Western to Legislative Bldg

9

DR. BELANGER  
Feb. 12/2015  
Leduc. Best Western  
Leduc Bldg.  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id:4502412509440  
Item #:1111  
W/C PURCHASE  
Op Id:11111111  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 862184769

Date: 2015/02/27 Time: 11:51:27  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

DR. BELANGER  
Feb. 12/2015  
SSP to Ap.  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id:4502412509440  
Item #:1111  
W/C PURCHASE  
Op Id:11111111  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 862184769

Date: 2015/02/27 Time: 11:53:10  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger AB Clinical Pathways Steering Committee and  
AB Infrastructure mtgs Edmonton Feb 12  
SSP to YEG

10

F. Belanger Executive Leadership Team mtg  
Edmonton Feb 17  
YEG to Legislative Bldg

11

DR. BELANGER.  
Feb. 17/2015  
Ap to Leduc Bldg.  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id:4502412509440  
Item #:1111  
W/C PURCHASE  
Op Id: [REDACTED]  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 862184769

Date: 2015/02/27 Time: 11:54:29  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger interviews VP HR and Sr. Leaders mtg  
Edmonton Feb 18  
SSP to YEG

12

F. Belanger  
Feb 12, 17, 18 / 2015

DR. BELANGER.  
Feb 18/2015  
10030-107 st Ap.  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id:4502412509440  
Item #:1111  
W/C PURCHASE  
Op Id: [REDACTED]  
Card # [REDACTED]

APPROVED  
AMOUNT CAD\$72.00 ✓

Ref. [REDACTED]  
Auth. [REDACTED]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 862184769

Date: 2015/02/27 Time: 11:56:07  
Response: AUTH [REDACTED]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger  
Feb 24 / 2015

DR. BELANGER.  
Feb 24 2015  
Ap? SSP  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id: 4502412509440  
Item #: 1119  
N/C PURCHASE  
Op Id:  
Card #

APPROVED  
AMOUNT CAD\$72.00 ✓

Re: [Redacted]  
Au: [Redacted]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 062104769

Date: 2015/02/27 Time: 12:26:02  
Response: AUTH [Redacted]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger Executive Leadership Team mtg and CCP mtg with Minister  
Edmonton Feb 18  
YEG to SSP

DR BELANGER & BREWSTER  
Feb. 24 2015  
SSP? AP  
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term Id: 4502412509440  
Item #: 1120  
N/C PURCHASE  
Op Id:  
Card #

APPROVED  
AMOUNT CAD\$72.00 ✓

Re: [Redacted]  
Au: [Redacted]  
Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
BST 062104769

Date: 2015/02/27 Time: 12:27:24  
Response: AUTH [Redacted]

\*\*\*CUSTOMER COPY\*\*\*

F. Belanger Executive Leadership Team mtg and CCP mtg with Minister  
Edmonton Feb 18  
SSP to YEG



Thue 5 March : CMO Senior Leaders Mtg

15

Margaret Hampong

From: Air Canada <confirmation@aircanada.ca>  
Sent: Tuesday, March 03, 2015 3:17 PM  
To: Margaret Hampong  
Subject: Air Canada - 05-Mar: Edmonton - Calgary (booking ref: [redacted] seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*



## Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

View your planner >

### Booking Information

Booking Reference: [redacted]

Customer Care  
Air Canada  
1-888-247-2262  
Flight Arrivals and Departures  
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:  
Mr Francois Belanger

Mobil  
Home  
Work

#### Online Services

**Manage** my booking online (view/change my booking; select seats\*).

**Select Seats**

**Maple Leaf Lounge | Meal Vouchers | On My Way**

**Alert me** of flight status changes directly to my mobile phone or email.

**Flight Arrivals & Departures** - check online if my flight is on time.

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

### Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
--------	------	----	-------	----------	----------	-----------	------

AC8151 <sup>1</sup>	<b>Edmonton, Edmonton Int'l (YEG)</b> Thu 05-Mar 2015 16:00	<b>Calgary (YYC)</b> Thu 05-Mar 2015 16:53	0	0hr53	DH4	Flex, H
---------------------	---	---	---	-------	-----	---------

Operated by:  
<sup>1</sup> Air Canada Express - Jazz

### Passenger Information

1: Mr. Francois Belanger : Adult (16+); Ticket Number: [REDACTED]  
 Air Canada - [REDACTED] Meal Preference : None  
 Aeroplan : [REDACTED]  
 Payment Card: [REDACTED] Special Needs: None  
 Seat Selection: [REDACTED]

### Purchase Summary

Fare Summary	
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	191.00
<u>Surcharges</u>	12.00
<b>Taxes, Fees and Charges</b>	
<u>Canada Airport Improvement Fee</u>	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	12.01
<u>Air Travellers Security Charge (ATSC)</u>	7.12
Total before options (per passenger)	252.13
Number of passengers	x 1
Total with options	252.13
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$252.13</b> ✓

### Payment Information

Credit/Debit Card [REDACTED] amount paid: \$252.13  
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$252.13 (Air Transp. Charges - per ticket)

Ticket number(s) [REDACTED]

### Fare Rules

#### Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto

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

# WESTIN®

## HOTELS & RESORTS

Francois Belanger



Canada

Page Number : [Redacted] Invoice Nbr : [Redacted]  
 Guest Number : [Redacted]  
 Folio ID : [Redacted]  
 Arrive Date : 03-MAR-15 19:18  
 Depart Date : 05-MAR-15 07:12  
 No. Of Guest : 1  
 Room Number : [Redacted]  
 Club Account : [Redacted]

Copy Tax Invoice

Tax ID \* 815461330RT0001

The Westin Edmonton 05-MAR-15 07:20 [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
03-MAR-15	[Redacted]	Room Charge	184.00	
03-MAR-15	[Redacted]	GST	9.48	
03-MAR-15	[Redacted]	DMF	5.52	
03-MAR-15	[Redacted]	Tourism Levy	7.58	
04-MAR-15	[Redacted]	Room Charge	184.00	
04-MAR-15	[Redacted]	GST	9.48	
04-MAR-15	[Redacted]	DMF	5.52	
04-MAR-15	[Redacted]	Tourism Levy	7.58	
05-MAR-15	MC	Mastercard		-413.16
		** Total	413.16	-413.16
		*** Balance	0.00	

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at [westin.com/newbalance](http://westin.com/newbalance)

Continued on the next page

F. Belanger Exec. Leadership Team mtg, PPEC,  
 EMS Local Heros Lend a Hand for Cancer Research, CMO mtg  
 Mar 3-5 Edmonton  
 Accommodation

17



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



Francois Belanger

Page Number : [REDACTED] Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 03-MAR-15 19:18  
 Depart Date : 05-MAR-15 07:12  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

Canada

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
03-03-2015	184.00	9.48	7.58	0.00	0.00	5.52	206.58	0.00
03-04-2015	184.00	9.48	7.58	0.00	0.00	5.52	206.58	0.00
03-05-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-413.16
Total	368.00	18.96	15.16	0.00	0.00	11.04	413.16	-413.16

## Booking Confirmation

Your reservation code is [REDACTED]

Main contact: Mr Francois Belanger

E-mail: [REDACTED]

Phone Number: [REDACTED]

For more information on flying with WestJet, including baggage fees, please visit [Travel Info](#). Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the [following details](#) as there are some differences in allowances and amenities from flights on our larger WestJet Boeing 737 aircraft.

If you are flying to Dublin, there are also some [specific regulations](#) you should be aware of before you leave.

## Guest

Mr. Francois Belanger

Flight

Calgary (YYC)-Edmonton (YEG)

WestJet FF

Ticket Number

Seat

[REDACTED]  
YYC-YEG: 6C

## Air Itinerary Details

WS3395

Operated by WESTJET  
ENCORE

Calgary, CA

Tue 10 Mar, 2015 07:00 AM

Edmonton, CA

Tue 10 Mar, 2015 08:03 AM

Fare type: Flex  
Non-stop

## Fare breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
adult	CAD 142.00	CAD 12.00	CAD 46.68	CAD 200.68	x 1	CAD 200.68
						<b>Total airfare: CAD 200.68</b>

## Tax details

Rate code	Description	Amount
XG	Goods and Services Tax (GST)	CAD 9.56
CA	Air Travellers Security Charge (ATSC)	CAD 7.12
SQ	Airport Improvement Fee (AIF)	CAD 30.00
		<b>Total taxes: CAD 46.68</b>

## Fare family benefits

YYC-YEG: Flex Seat Sale Benefits

- No fee for first checked bag<sup>1</sup>
- Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece<sup>1</sup>
- Lower change and cancellation fees

<sup>1</sup> Not applicable on flights operated by our airline partners

## Seats

Regular seat WS 3395 YYC - YEG Seat 6C Mr Francois Belanger

CAD 5.00 + CAD 0.25 Tax

**Total Seats: CAD 5.25**

<b>Total</b>		
Charged to MASTERCARD	[REDACTED]	CAD 200.68
Charged to MASTERCARD	[REDACTED]	CAD 5.25
<b>Total</b>		<b>CAD 205.93</b>

**WestJet offers**

**Get travel insurance**

Don't forget to include travel insurance as part of your trip. WestJet has you with the right coverage for your travel experience. [Get a quote](#)

F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs  
Edmonton Mar 10-11, 2016  
YYC to YEG

19 ✓

**Important Information**

Thank you for choosing WestJet  
QST # 1202807956TQ0001 GST # 866112535

F. Belanger Exec. Leadership Team, Joint Zone Medical Directors, COEC, Dyad and AARP mtgs  
Edmonton Mar 10-11, 2016  
YYC to YEG seat selection

18 ✓

- Terms and conditions of carriage, baggage allowances, bag significantly if you are travelling on one of our [airlines](#) with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our [code-share baggage](#) info page.
- [Positive identification](#) is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
  - [Fares, taxes and fees](#) (For [change/cancel guidelines](#), [baggage fees](#), [service fees](#) and other [taxes and fees](#))
  - [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
  - [Seat selection](#) (How it works, changing your seat and more)
  - [Inflight services](#) ([Buy on board](#), [up! magazine](#) and more)
  - [Inflight entertainment](#) for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the [purchase of carbon offsets](#).
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our [contact us](#) page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

[Important Legal Notice](#)

[Terms and Conditions](#)

**Contact Information**

If you have questions about your reservation,



Booking Reference: [REDACTED]

**Customer Care**  
Air Canada  
1-888-247-2262  
Flight Arrivals and  
Departures  
1-888-422-7533

**Electronic Ticketing confirmed. This is your official  
Itinerary/receipt.**

**Main Contact:**  
Mr Francois Belanger

Mobile [REDACTED]  
Home [REDACTED]  
Work [REDACTED]

**Online Services**

Manage my booking online (view/change my booking; select seats\*)

Select Seats

Maple Leaf Lounge / Meal Vouchers / On My Way

Alert me of flight status changes directly to my mobile phone or email

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

\* Can my booking be changed online?

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8161 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Wed 11-Mar 2015 18:30	Calgary (YYC) Wed 11-Mar 2015 19:26	0	0hr56	DH3	Flex, W	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

**1: Mr Francois Belanger ; Adult (16+), Ticket Number [REDACTED]**

Air Canada -  
Aeroplan :

Meal Preference : **None**

Payment Card:

Special Needs: **None**

Seat Selection **AC8161 3D**

**Purchase Summary**

**Fare Summary**

Passenger Type

**Adult**

**Air Transportation Charges**

Departing Flight - Flex

**132.00**

Surcharges

**12.00**

**Taxes, Fees and Charges**

Canada Airport Improvement Fee

**30.00**

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

**9.06**

Air Travellers Security Charge (ATSC)

**7.12**

Total before options (per passenger)

**190.18**

Number of passengers	x 1
Total with options	<u>190.18</u>
Travel Insurance (declined)	<u>0.00</u>
<b>Grand Total - Canadian dollars</b>	<b>\$190.18</b> ✓

**Payment Information**

**Credit/Debit Card** [REDACTED] Amount paid: **\$190.18**  
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$190.18 (Air Transp. Charges - per ticket)

Ticket number(s) [REDACTED]

F. Belanger Exec. Leadership Team, Joint Zone Medical Directors,  
 COEC, Dyad and AARP mfgs  
 Edmonton Mar 10-11  
 YEG to YYC

20

**Fare Rules**

**Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

**Baggage Allowance and Fees**

Prepare your checked and carry on baggage with the help of our Baggage Guide.

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

Francois Belanger  
Alberta Health Services  
[REDACTED]  
Canada

Page Number : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
No. Of Guest : [REDACTED]  
Room Number : [REDACTED]  
Room Rate : 172.00  
Club Account : [REDACTED]

Invoice Nbr: [REDACTED]  
Arrive Date: 10-MAR-15 18:48  
Depart Date: 11-MAR-15 08:00

EALTHSERVICES.CA

Information Invoice

Tax ID: 815461330RT0001  
The Westin Edmonton 11-MAR-15 06:53 [REDACTED]

Date	Reference	Description	Charges	Credits
10-MAR-15	[REDACTED]	Room Charge	172.00	
10-MAR-15	[REDACTED]	GST	8.86	
10-MAR-15	[REDACTED]	DMF	5.16	
10-MAR-15	[REDACTED]	Tourism Levy	7.09	
11-MAR-15	[REDACTED]	Mastercard	-193.11	
		** Total	193.11	-193.11 ✓
		*** Balance	0.00	

Continued on the next page

F. Belanger Exec. Leadership Team, Joint Zone Medical Directors,  
COEC, Dyad and AARP mtgs  
Edmonton Mar 10-11  
Accommodation



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

Francois Belanger  
Alberta Health Services

Canada

Page Number : [REDACTED] Invoice Nbr: [REDACTED]  
Guest Number: [REDACTED] Arrive Date: [REDACTED] 18:48  
Folio ID : [REDACTED] Depart Date: 11-MAR-15 08:00  
No. Of Guest: [REDACTED]  
Room Number : [REDACTED]  
Room Rate : 172.00  
Club Account: [REDACTED]

EALTHSERVICES.CA

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

STAY LONGER - Enjoy more time to explore your destination with the benefits of Westin Weekend, from extended breakfast hours to late Sunday checkouts. Book your next Westin Weekend at [westin.com/weekend](http://westin.com/weekend)

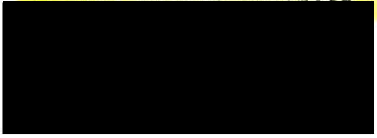
EXPENSE SUMMARY REPORT

Date	Tour Levy	Other	Phone	Room	Payment	GST
Total						

Continued on the next page

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

Francois Belanger  
Alberta Health Services



Page Number : [REDACTED]  
Guest Number: [REDACTED]  
Folio ID : [REDACTED]  
No. Of Guest: [REDACTED]  
Room Number : [REDACTED]  
Room Rate : 172.00  
Club Account: [REDACTED]

Invoice Nbr: [REDACTED]  
Arrive Date: 10-MAR-15 18:48  
Depart Date: 11-MAR-15 08:00

---

EALTHSERVICES.CA  
EXPENSE SUMMARY REPORT (Continued)

Date	Total	Food\Bev
	-----	-----
Total		

Booking Reference: [REDACTED]

**Customer Care**

Air Canada  
1-888-247-2262  
Flight Arrivals and  
Departures  
1-888-422-7533

Electronic Ticketing confirmed. This is your official  
itinerary/receipt.

Main Contact:  
Mr. Francois Belanger

Mobile  
Home  
Work

**Online Services**

Manage my booking online (view/change my booking; select seats).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check in online and print my boarding pass.

\* Can my booking be changed online?

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8132 <sup>1</sup>	Calgary (YYC) Tue 17-Mar 2015 07:30	Edmonton, Edmonton Int'l (YEG) Tue 17-Mar 2015 08:30	0	1hr00	DH8	Elex, V	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

1: Mr Francois Belanger - Adult (16+), Ticket Number [REDACTED]

Air Canada -  
Aeroplan :

Meal Preference : **None**

Payment Card:

Special Needs: **None**

Seat Selection: AC8132 3C

**Purchase Summary**

**Fare Summary**

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Elex	142.00
Surcharges	12.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.56
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	200.68



---

Number of passengers	x 1
Total with options	<u>200.68</u>
Travel Insurance (declined)	<u>0.00</u>
<b>Grand Total - Canadian dollars</b>	<b>\$200.68</b> ✓

---

**Payment Information**

Credit/Debit Card [REDACTED] Amount paid: **\$200.68**  
The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$200.68 (Air Transp. Charges - per ticket)

Ticket number: [REDACTED]

F. Belanger Executive Leadership Team mtg  
Edmonton March 17  
YYC to YEG  
(cancelled first leg of flight unavailable - drove to YEG)

## Booking Information

Booking Reference: [REDACTED]

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and

Departures

1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr Francois Belanger

Home: [REDACTED]

Work: [REDACTED]

### Online Services

[Manage](#) my booking online (view/change my booking, select seats\*).

[Select Seats](#)

[Maple Leaf Lounge | Meal Vouchers | On My Way](#)

[Alert me](#) of flight status changes directly to my mobile phone or email

[Flight Arrivals & Departures](#) - check online if my flight is on time.

[Check-in online](#) and print my boarding pass.

\* Can my booking be changed online?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8151 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Wed 18-Mar 2015 16:00	Calgary (YYC) Wed 18-Mar 2015 16:53	0	0hr53	DH4	Flex, W	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED]

Aeroplan : [REDACTED]

Payment Card: [REDACTED]

Seat Selection:

AC8151 3D

Meal Preference : **None**

Special Needs: **None**

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	132.00
Surcharges	12.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.06
Air Traveller Security Charge (ATSC)	7.12
Total before options (per passenger)	190.18
Number of passengers	x 1

Total with options	190.18
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$190.18</b> ✓

**Payment Information**

**Credit/Debit Card** [REDACTED] Amount paid: **\$190.18**  
 The following amount (tax inclusive) will appear on your credit card or debit card statement:

Air Canada: \$190.18 (Air Transp. Charges - per ticket)

Ticket number(s) [REDACTED] F. Belanger Executive Leadership Team mtg  
 Edmonton March 17  
 YEG to YYC  
 (cancelled first leg of flight unavailable - drove to YEG)

**Fare Rules**

**Departing Flight** Edmonton (YEG) To Calgary (YYC) - Flex

24

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

Please read important information and notices regarding Air Canada's general conditions of carriage.

**Baggage Allowance and Fees**

Prepare your checked and carry-on baggage with the help of our Baggage Guide.



GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton  
Tax CodeCA5%

Exit Lane 18/03/15 14:45  
Receipt

Short-term parking tkt  
HL - No. 084092  
18/03/15 11:27  
18/03/15 14:56  
Period 0d3h30'  
(Tax)

\$24.50

Total \$24.50

Payment Received  
\$24.50

Type: Swiped

Sub Total \$23.33  
Tax 5% \$1.17

RECEIPT  
GST NO. R122556194

EXIT No. 12  
IN: 23 11/15 00:00  
OUT: 23 11/15 00:01  
DURATION: 0 01:00  
PAID: \$21.00 ✓  
(GST INCLUDED)  
POSTPAID

YOUR VISIT

Calgary International Airport Parkade

F. Belanger Primary Care Alliance Clinical  
Pathways presentation  
Edmonton Feb 18  
parking YEG 29

F. Belanger Meetings Edmonton Mar 17-18  
parking YYC (flight delayed, drove to Edmonton)  
25

RECEIPT  
IMPARK LOT 256  
NO IN AND OUT PRIVILEGES

License Plate Number

Expiration Date/Time

06:00 PM  
MAR 18, 2015

Purchase Date/Time: 06:09am Mar 18, 2015

Total Parking: \$23.81

Total tax: \$1.19

Total Due: \$25.00

Total Paid: \$25.00

Ticket

S/N #: 50001246104

Setting: Lot 256

Mach Name: Meter 1

Rate: \$25 - Early Bk  
Payment Type: Card ✓

F. Belanger Meetings Executive Leadership Team  
mtg Edmonton Mar 17  
Parking Edmonton

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Card

GST #887315638RT0001

F. Belanger Executive Leadership Team mtg  
Edmonton May 17  
YYC to YEG  
cancelled as flight delayed. drove to Edm

Flight delayed  
27

AIR CANADA 

## Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.  
Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

**Please print this refund receipt for your reference.**  
**Veillez imprimer ce reçu pour vos dossiers.**

### Refund Information / Détails du remboursement

**Passenger Name:**  
**Nom du passager:** Francois Belanger

**Ticket(s) Refunded:**  
**Billet(s) remboursé(s):** [REDACTED]

**Payment card refunded:**  
**Carte de paiement remboursée:** [REDACTED]

**Date of refund:** 17 March 2015  
**Date du remboursement:** 17 Mars 2015

**Customer Care**  
**Service au client**

On the web/Site Web  
[www.aircanada.com](http://www.aircanada.com)

**Air Canada Reservations**  
**Réservations d'Air Canada**  
1 888 247-2262

**Aeroplan Centre**  
**Centre Aéroplan**  
1 800 361-5373

### Amount refunded / Montant du remboursement

Amount eligible for refund: Montant à rembourser:	154.00
Taxes and Airport Fees eligible for refund: Taxes et frais aéroportuaires à rembourser:	
Canada Security Charge / Canada - Droit pour la sécurité (CA)	7.12
Canada Airport Improvement Fee / Canada - Frais d'améliorations aéroportuaires (SQ)	30.00
Canada Goods and Services Tax (GST/HST #10009-2287) / Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)	9.56

**Total Amount Refunded to your payment card in Canadian dollars:**  
**Montant total remboursé sur la carte de paiement en dollars canadiens:**

**200.68** ✓

F. Belanger Executive Leadership Team mtg  
Edmonton Mar 17  
YEG to YYC  
outbound flight delayed. drove to Edm

Drove back to Calgary  
28



## Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.

Veuillez imprimer ce reçu pour vos dossiers.

### Refund Information / Détails du remboursement

**Passenger Name:**  
**Nom du passager:** Francois Belanger

**Ticket(s) Refunded:**  
**Billet(s) remboursé(s):**



**Payment card refunded:**  
**Carte de paiement remboursée:**

**Date of refund:** 17 March 2015  
**Date du remboursement:** 17 Mars 2015

#### Customer Care Service au client

On the web/Site Web  
[www.aircanada.com](http://www.aircanada.com)

**Air Canada Reservations**  
**Réservations d'Air Canada**  
1 888 247-2262

**Aeroplan Centre**  
**Centre Aéroplan**  
1 800 361-5373

### Amount refunded / Montant du remboursement

Amount eligible for refund: 144.00  
Montant à rembourser:

Taxes and Airport Fees eligible for refund:  
Taxes et frais aéroportuaires à rembourser:

Canada Security Charge /  
Canada - Droit pour la sécurité (CA) 7.12

Canada Airport Improvement Fee /  
Canada - Frais d'améliorations aéroportuaires (SQ) 30.00

Canada Goods and Services Tax (GST/HST #10009-2287) /  
Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG) 9.06

**Total Amount Refunded to your payment card in Canadian dollars:**  
**Montant total remboursé sur la carte de paiement en dollars canadiens:**

190.18 ✓

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

Francois Belanger  
Alberta Health Services

Canada

Page Number : [REDACTED] Invoice Nbr: [REDACTED]  
Guest Number: [REDACTED] Arrive Date: 17-MAR-15 18:23  
Folio ID : [REDACTED] Depart Date: 18-MAR-15  
No. Of Guest: [REDACTED]  
Room Number : [REDACTED]  
Room Rate : 172.00  
Club Account: [REDACTED]

ALTHSERVICES.CA

Information Invoice

Tax ID: 815461330RT0001

The Westin Edmonton 18-MAR-15 06:46 [REDACTED]

Date	Reference	Description	Charges	Credits
17-MAR-15	[REDACTED]	Room Charge	172.00	
17-MAR-15	[REDACTED]	GST	8.86	
17-MAR-15	[REDACTED]	DMF	5.16	
17-MAR-15	[REDACTED]	Tourism Levy	7.09	
17-MAR-15	[REDACTED]	Parking Self	29.00	
17-MAR-15	[REDACTED]	GST	1.45	
18-MAR-15	[REDACTED]	Mastercard	-223.56	
		** Total	223.56	-223.56 ✓
		*** Balance	0.00	

Continued on the next page

F. Belanger Exec Leadership Team, Primary Care Alliance  
Clinical Pathways presentation, Cancer Control mtg  
Edmonton Mar 17-18



TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

**SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)**

• Enter employee # (old) and Employee # (E-People) if your payroll has migrated to the New E-People payroll system  
 • Indicate N/A in the Employee # (E-People) if your payroll has not migrated to the New E-People payroll system  
 • If you are a new employee and your payroll is E-People you will only have an Employee # (E-People)

Expense Date From: 23-Feb-15 To 18-Mar-15  
 Travel Period from: 23-Feb-15 To 18-Mar-15 (if applicable)  
 Out-of-Province Travel

Name: Francois Belanger Position (Title): VP, Medical Director Central & Southern Zone

Location: [Redacted] Dept: Medical Affairs DOFA Level: [Redacted] (able) Union: [Redacted] Business Phone #: [Redacted]

Employee # (E-People): [Redacted]

**SECTION E: FINANCE CODING & TOTAL CLAIM**

CAPITAL PROJECT CODING ONLY → Project Number \_\_\_\_\_ Expenditure Organization \_\_\_\_\_ Project Task Number \_\_\_\_\_ Expenditure Type \_\_\_\_\_

Total - Section B: Travel - Pg 2					Total - Section C&D: Other & Foreign Expenses - Pg 3				
Pg	Bal Unit	Location	Functional Centre (FC)	Total Expense	Bal Unit	Location	Functional Centre (FC)	Secondary/Expense	Total Expense
2A	101	0005	71105000002	\$210.64 ✓					
2B	101	0005	71105000002	\$455.26 ✓					
2C									
2D									
				\$665.89	**User to enter Coding & \$ Amounts				

NOTE: This section auto fills from page 2A, 2B, 2C & 2D

NOTE: These fields do not automatically fill for Section C & D

TOTAL REIMBURSEMENT	
Total Section B	\$665.89
Total Section C&D	
Less Cash Advance	
<b>TOTAL CLAIM</b>	<b>\$665.89</b>

**SECTION F: AUTHORIZATION**

I attest that I have read and understand the "Travel, Hospitality & Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with the provisions and mandatory requirements of this 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.  
 I attest that expenses submitted in this claim have been incurred by using a most effective method, otherwise rationale and supporting analysis is provided above.

Travel, Hospitality and Working Session Expenses Policy - Document# 1122

I, by signing this form, attest that I am compliant to all the above statements.  
 Employee Signature: [Signature] Date: 20-Mar-15

I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses and confirm expenses being claimed are in compliance with such policies.  
 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.  
 I attest that expenses submitted in this claim have been incurred by using a most effective method, otherwise rationale and supporting analysis is provided above.

Approved By (PRINT ONLY): Deborah Rhodes DOFA Level [Redacted] Position # [Redacted] Phone # [Redacted] Ext [Redacted]

I, by signing this form, attest that I am compliant to all the above statements.  
 Signature: [Signature] Title: VP Corporate Services & CFO Date: Mar-30/15

I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.  
 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.  
 I attest that expenses submitted in this claim have been incurred by using a most effective method, otherwise rationale and supporting analysis is provided above.

Approved By (PRINT ONLY): \_\_\_\_\_ DOFA Level \_\_\_\_\_ Position # \_\_\_\_\_ Phone # \_\_\_\_\_ Ext \_\_\_\_\_

I, by signing this form, attest that I am compliant to all the above statements.  
 Signature: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

Please send completed claim form (with receipts and other required backup) to: Alberta Health Services 10030-107 St, North Tower, 10th Floor, Accounts Payable, Edmonton, AB T6J 3E4



EXPENSE CLAIM DE [REDACTED]

Enter Finance Coding 101 0005 7110500002

Emp # (E-People) [REDACTED]

Page 2A

If expenses incurred are for multiple FC's please use pages 2B, 2C, 2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip. **DO NOT separate any taxes** (eg. GST) Secondary/Expense codes are not required in this section as they are pre-determined by the system.

**SECTION B: TRAVEL EXPENSES**

**NOTE:** If expenses do not fall into these categories such as Hospitality, Working Session, Relocation, Continuing Education, Business Insurance go to SECTION C

Select from dropdown (column Prov) where expenses were incurred (Out of N America = Inter!)  
Ensure separate lines are used for claim items that differ in Province US and Out of North America.

Completion of the "Cost Effective Method Used" Column is **REQUIRED**.

If you select "No" in this column,

Further Explanation is **REQUIRED** in the "Rationale is Required" section on this page

Date dd-mmm-yy	Business Reason for Travel - Detailed Description Required (include destination, who attended (if meal), why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	Prov, US, or Out of N.Amer where expenses incurred?	What is travel related to?	Cost Effective Method Used? Yes/No	Meal (Allowance OR Receipt)				If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)
					Meal Allowance		Meal with Receipt		Airfare	Hotel	Taxi			
					Meal Type with value	Allowance	Meal Type	with receipt						
23-Feb-15	EMS Dyed Meeting FMC to Spt	AB - Local	Meeting	Yes										15.00
24-Feb-15	Executive Leadership Team Mtg Edm Spt to YYC return	AB - Local	Meeting	Yes	L-\$11.60	\$11.60	✓							50.00
25-Feb-15	CLS Advisory Group Mtg Spt to CLS	AB - Local	Meeting	Yes										18.00
2-Mar-15	ACHRI Strategic Advisory Board Meeting Spt to ACH	AB - Local	Meeting	Yes										17.00
3-Mar-15	Executive Leadership Team Mtg Edmonton Spt to YYC	AB - Local	Meeting	Yes	LD-\$32.35	\$32.35	✓							25.00
4-Mar-15	CMO Offsite Mtg/Medical Affairs Operational Session Edmonton	AB - Local	Meeting	Yes	A-\$41.55	\$41.55	✓							
5-Mar-15	CMO Senior Leaders' Mtg and CCP Exec SC Mtg Edmonton	AB - Local	Meeting	Yes	BL-\$20.80	\$20.80	✓			\$20.00	✓			25.00
9-Mar-15	Leadership QOL/Safety 5HC to Spt	AB - Local	Meeting	Yes										17.00
<b>SUBTOTALS</b>						\$106.30				\$20.00				Total Kms 167.00

**MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle**  
→ details of travel location to & from must be included above under the purpose of travel column  
Rates applicable \$0.505 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement

Enter \$0.505 km, \$0.47 km OR rate per Union Agreement (see Mileage details to the left) \$0.505

Mileage \$ \$84.34

Note: Total will auto fill into pg 1, Section E, If form completed electronically - Additional pg 2's can be found after Page 3

Travel \$ Subtotal \$126.30

Auto fill on page 1 - TOTAL TRAVEL \$ \$210.64

**Rationale is Required for expenses that are not Cost Effective**  
(Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)



**EXPENSE CLAIM DETAILS**

<b>Enter Finance Coding</b>	101 0005	71105000002	Emp # (E-People)	Page <b>2B</b>
-----------------------------	----------	-------------	------------------	----------------

*If expenses incurred are for multiple FC's please use pages 2B,2C,2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip, DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.*

**SECTION B: TRAVEL EXPENSES** NOTE: If expenses do not fall into these categories such as Hospitality, Working Session Relocation, Continuing Education, Business Insurance go to SECTION C

Select from dropdown (column Prov) where expenses were incurred (Out of N.America = Inter)  
 Ensure separate lines are used for claim items that differ in Province, US and Out of North America

Date dd-mmm-yy	Business Reason for Travel - Detailed Description Required (include destination, who attended-(if meal), why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	Prov, US, or Out of N.Amer where expenses incurred?	What is travel related to?	Cost Effective Method Used? Yes/No	Meal (Allowance OR Receipt)		If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)		
					Meal Allowance		Meal with Receipt		Airfare				Hotel	Taxi
					Meal Type with value	Allowance	Meal Type	with receipt						
10-Mar-15	Executive Leadership Mtg Edmonton Spjt to YYC	AB - Local	Meeting	Yes	LD-\$32.35	\$32.35	✓					25.00		
11-Mar-15	Clinical Operations Exec Committee Mtg YYC to Spjt	AB - Local	Meeting	Yes	BL-\$20.80	\$20.80	✓					25.00		
12-Mar-15	ZMAC Fort Calgary to Spjt	AB - Local	Meeting	Yes								10.00		
16-Mar-15	Calgary Zone Leadership Spjt to FMC	AB - Local	Meeting	Yes								15.00		
17-Mar-15	Exec Leadership Team mtg Spjt to SSP	AB - Local	Meeting	Yes	LD-\$32.35	\$32.35	✓					308.00		
18-Mar-15	AB Cancer Prevention Legacy Fund BC SSP to Spjt	AB - Local	Meeting	Yes	BL-\$20.80	\$20.80	✓					308.00		
<b>SUBTOTALS</b>						\$108.30						Total Kms 691.00		

<p><b>MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle</b>                  → details of travel location to &amp; from must be included above under the purpose of travel column                  Rates applicable \$0.506 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement</p>	<p>Enter \$0.506 km, \$0.47 km OR rate per Union Agreement  <i>(see Mileage details to the left)</i></p> <p style="text-align:right;">\$0 506</p>
<p>Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3</p>	<p style="text-align:right;"><b>Mileage \$</b> \$348.96</p> <p style="text-align:right;"><b>Travel \$ Subtotal</b> \$108.30</p> <p style="text-align:right;"><b>Auto fills on page 1 - TOTAL TRAVEL \$</b> \$455.26</p>

**Rationale is Required for expenses that are not Cost Effective**  
 (Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)

**YELLOW CAB**

780.462.3456

GST# \_\_\_\_\_

Date: Mar 5, 2015 Amount: \$20 ✓

Driver: AM Cab#: 317

From: \_\_\_\_\_

To: \_\_\_\_\_

10135-01 Avenue, Edmonton, AB T6N 1C2

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