

# **Official Administrator and Executive Expense Report**

Name Dr. Kevin Worry
Title ZMD, North Zone
Location Fort McMurray

Expenses submitted during the month of October 2015

							Travel (1)						
Month-Year	Source r Document	Purpose	Ai	rfare	Meals	Ac	ccommodation	Other Travel		Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Oct-15 Oct-15	P-Card Expense Claim	Meetings Meetings		937	20	8	150 494	28	31	1,368 702			
Total			\$	937	\$ 20	8 \$	644	\$ 28	31 \$	2,070	\$ -	\$ -	\$ -

**Total for** 

**the Month** \$ 2,070

Maximum daily single meal expense claimed in the month \$ 21 Maximum daily base hotel rate claimed in the month \$ 149 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



Alberta Health
Services

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MEDICAL AFFAIRS

· 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

WORRY, KEVIN MEDICAL DIRECTOR - NORTH

Billing Reporting Period: 20/10/2015 Cardholder's Name Cardholder's Position/Title

NORTHERN LIGHTS REGIONAL Cardholder's Dept Cardholder's Site/Location **Total Statement Amount:** \$1,367.93

KEVIN.WORRY@ALBERTAHEALTHSERVICES.CA

Last 6 digits of the P-Card #: Cardholder's e-mail address

		ons					
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount		Trans Amount	GST	Freigh Description
21/09/2015	403687739	AIR CAN , AIR CANADA	75.00	CAD	75.00	.00	.00Change fee for change of flight for October 7th
21/09/2015	403687740	AIR CANADA	53.00	CAD	53.00	.00	.00Flight change fee for flights on October 7th
21/09/2015	403687741	AHS UAH PARKADE EAST I, HEALTH PRACTITIONERS, MEDICAL SERVICES	14.25	CAD	14.25	.68	Parking Paid at WMC in Edmonton Re: Edmonton AZMD meeting
28/09/2015	404454116	, AIR CANADA	193.63	CAD	193.63	37.48	.00Return flight from Calgary to Edmonton Re: Crucial Conversation PMI
28/09/2015	404454117	WESTJET' Westjet Airlines	180.12	CAD	180.12	49.48	.00Flight from Edmonton to Calgary Re: Crucia Conversation PMI
29/09/2015	404581311	AIR CANADA	207.81	CAD	207.81	27.48	.00Return Flight from Grande Prairie to Edmonton Re: Dr. Millers Retirement in Beaverlodge
29/09/2015	404581312	EDMONTON AIRPORT, AUTOMOBILE PARKING LOTS AND GARAGES	157.50	CAD	157.50	7.50	.00Parking paid Re: Edmonton International Airport parking
29/09/2015	404581313	WESTJET , Westjet Airlines	227.04	CAD	227.04	49.48	.00Flight from Edmonton to Grande Prairie Re. Dr. Miller's Retirement in Beaverlodge
05/10/2015	405305662	AHS UAH PARKADE EAST I, HEALTH PRACTITIONERS, MEDICAL SERVICES	14.25	CAD	14.25	.68	Parking Paid at WMC in Edmonton Re: Edmonton AZMD meeting
09/10/2015	405642673	MPARK00020383U, AUTOMOBILE PARKING LOTS AND GARAGES	15.00	CAD	15.00	.71	.00Parking Paid at Seventh Street Plaza Re: Meeting with Dr. David Mador
09/10/2015	405867748	POMEROY HOTEL GRANDE P, LODGING HOTELS, MOTELS, RESORTS	150.44	CAD	150.44	7.16	Hotel Accommodations in Grande prairie Ro Dr. Millers Retirement in Beaverlodge
09/10/2015	405978927	ESSO, FUEL DISPENSER, AUTOMATED	9.34	CAD	9.34	.44	Fuel paid_refill for rental car in Grande prai Re: Dr. Millers Retirement
13/10/2015	406101157	Enterprise (780)830-19, ENTERPRISE RENT-A-CAR	70.55	CAD	70.55	3.36	Car rental in Grande prairie Re: Dr. Millers Retirement in Beaverlodge

RUN DATE: 10/26/2015



P-Carc details Online @ Cardholder Statement Repor

-	anatures	

#### Cardholder Designate (if Applicable)

By signing this statement

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.

KEANA BRIDGE AT Name of Cardholder Designate

Signature of Cardholder Designate

Exe Adm. Cordinator
Cardholder Designate Position/Title

Date of Signature

#### Cardholder

By signing this statement

- 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.

WORRY, KEVIN

Name of Cardnoider

Signature of Cardinglider

**MEDICAL DIRECTOR - NORTH** 

Cardholder Position/Title

Date of Signature

#### Approver Designate (if Applicable)

By signing this statement

- 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 chaque 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.

Name of Approver Designate

Ma Augus

Signature of Approver Designate

Approver Designate Position/Title

en all

### Approver

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- I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.

Name of Approver

Signature of Approve

Approver Position/Title

Date of Signature

Submit approved statement with attachments to Accounts Payable:

#### Attach:

- 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)

Address:

Alberta Health Services
Accounts Payable
7th Street Plaza

# flight + change fee for flights on Oct 7th.

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.

EDMONTON, AB T5K 1G8

GST Reg#: 885101915

Branch: Agent:

To: ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER

> 10030-107 ST EDMONTON AB CA T5J 3E4

1/1

Invoice Number:

Date:

September 21, 2015

Page: 1

Our Reference:

# INVOICE

For

DR KEVIN W WORRY

AC

Wednesday, October 7, 2015

≼ Air

WESTJET AIRLINES
From: EDMONTON INTL AB

To: CALGARY AB

Stops: 0 Arrival: 07Oct15

Flight: 395 X FARE 06:45 AM Equipment: 736

07:34 AM

Mile(s) Flown: 163

SEAT SELECTION IS AVAILABLE ONLINE 24 HOURS PRIOR TO DEPARTURE

≪ Air

AIR CANADA

From: CALGARY AB
To: EDMONTON INTL AB

Stops: 0 Arrival: 07Oct15

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 5A

Flight: 8164 G CLASS

07:30 PM Equipment: D8 (300 SERIES)

08:22 PM Mile(s) Flown: 163

Cost:

AIR CANADA WEB

AIR CANADA WEB

75.00

To: ALBERTA HEALTH SERVICES

SUITE 800, NORTH TOWER

10030-107 ST EDMONTON AB CA T5J 3E4 Invoice Number:

Date:

Page: 2/2

September 21, 2015

Our Reference:

# INVOICE

Total:

Grand Total: 128.00
Less Credit Card Payments: 128.00
Credit / Balance Due To This Invoice: 0.00
Total Previous Payments: 245.39
Total Charges Previous Invoices: 245.39
Total Balance Due: 0.00



Customer copy

Plynt no caigary trom technonium, & l'étrem
Re: Cricial conversation PML. MARLIN TRAVEL O-O PERCY HUNT TRAVELGROUP INC MAIN FLOOR, 9929 108TH ST. EDMONTON, AB T5K 1G8 GST Reg#: 885101915 Branch: Agent: To: ALBERTA HEALTH SERVICES Invoice Number: SUITE 800, NORTH TOWER Date: September 28, 2015 10030-107 ST Page: 1/2 **EDMONTON AB** Our Reference: **CA T5J 3E4** INVOICE For DR KEVIN W WORRY AC Wednesday, September 30, 2015 K Air WESTJET AIRLINES Flight: 3142 **QCLASS** From: EDMONTON INTL AB 05:15 PM Equipment: DH4 To: CALGARY AB 06:08 PM Mile(s) Flown: 163 Stops: 0 Arrival: 30Sep15 WESTJET ENCO SEAT SELECTION IS AVAILABLE ONLINE 24 HOURS PRIOR TO DEPARTURE Friday, October 2, 2015 🐃 Air AIR CANADA Flight: 8160 V CLASS From: CALGARY 06:30 PM Equipment: D8 (300 SERIES) To: EDMONTON INTL AB 07:22 PM Mile(s) Flown: 163 Stops: 0 Arrival: 020ct15 AIR CANADA E SEAT 6D - WORRY/KEVIN W DR TICKET NUMBER Cost: E-TKT 130.64

Ticket Total:

180.12

To: ALBERTA HEALTH SERVICES

SUITE 800, NORTH TOWER

10030-107 ST EDMONTON AB CA T5J 3E4 Invoice Number:

Our Reference:

Date; Page: September 28, 2015

2

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# INVOICE

Cost:	
AIR CANADA WEB	156.15
Tax:	37.48
Ticket Total:	193.63 (4)
l'otal:	U
Grand Total:	373.75
Less Credit Card Payments:	373.75
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE ACCEPTED:.....DECLINED:.....

DOCUMENTATION REQUIRED: VALID PASSPORT... VISA.. TOURIST CARD....PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER......
PLEASE RECONFIRM ALL FLIGHTS BFTWEEN 48 AND 72 HOURS PRIOR TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT 1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Flight from Edmonton le: Dr. Miller's retirement in Beauerlodge.

Sercy Hunt travelgroup inc Seloor, 9929 108th St.

6/8 MARLIN TRAVEL

O-O PERCY HUNT TRAVELGROUP INC

MAIN FLOOR, 9929 108TH ST.

EDMONTON, AB T5K 1G8 GST Reg#: 885101915

Branch: Agent:

To: ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER

> 10030-107 ST EDMONTON AB CA T5J 3E4

Invoice Number:

Date: Page:

Our Reference:

September 29, 2015

1/2

# INVOICE

For

DR KEVIN W WORRY

AC

Thursday, October 8, 2015

- Air

WESTJET AIRLINES

From: EDMONTON INTL AB

To: GRANDE PRAIRIE

Arrival: 08Oct15 Stops: 0

WESTJET ENCO

SEAT SELECTION IS AVAILABLE ONLINE 24 HOURS PRICE TO DEPARTURE

Friday, October 9, 2015

K Air

AIR CANADA

From: GRANDE PRAIRIE

Stops:

EDMONTON INTL. AB-0

Arrival: 09Oct15

AIR CANADA E

SEAT 6D - WORRY/KEVIN W DR

TICKET NUMBER

Flight: 3126

**OCLASS** 

04:00 PM Equipment: DH4

05:06 PM

Mile(s) Flown: 247

Flight: 8362

G CLASS 08:05 AM Equipment: D8 (300 SERIES)

09:12 AM

Mile(s) Flown: 247

Cost:

TKT-E-TKT

> Tax: Ticket Total:

49.48 227.04

177.56



To: ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER

> 10030-107 ST EDMONTON AB CA T5J 3E4

Invoice Number:

Date: Page: September 29, 2015

2/2

Our Reference:

# INVOICE

Cost:	
AIR CANADA WEE	180.33
Tax:	27.48
Ticket Total:	207.81 (6)
Total:	
Grand Total:	434.85
Less Credit Card Payments:	434.85
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

Parting rua Le: Edmonton International airport parting.

Pay





**Edmonton International** Merchant Name: Airport Finance Department Tue, Sep 29, 2015. Transaction Date: 03:04:28 PM Merchant Address: 1, 1000 AIRPORT ROAD Alberta, AB T9E 0V3 Card Type: MASTERCARD Card Number: Amount: \$157.50 Auth Code: Transaction Ref: Transaction Type: DEBIT Card Read Method: **KEYED** Transaction Status: Capture Queued APPROVAL Merchant ID: User Ref: User Data 1: User Data 2:

# Parking Paid at work in Edmonton le! Edmonton AZMD Meeting

超级控制 机表自动剂制剂 独口的 一 的 98

that Facil Parkode Heath EL 免到证例的 10/05/15 19:02 18:1 65 5 15:63/1090 10/06/15 19:65 fa 10/05/15 19:09 high

胸形的歌 事 环.语 Rulal Fre \$ 16.2h

25月2月1日20月 \$ 14.25 Inone two

\$ 1) (1)

Barkum Rales are RR Exempt

transmist - I wall us: 医多种性原物的内部 alleriahealtheprotess, pa

AHS UAH PARKADE EASTI 0440-112 STREET T6G2B7 AB EDIMONTON 20733436 PURCHASE

1111 1111 02:44 10-05-204 Acct # Card Type MC Exp Date Hame KEYIN WORRY MasterCard A0000000041010

Trace # RRN 001947018 Auth

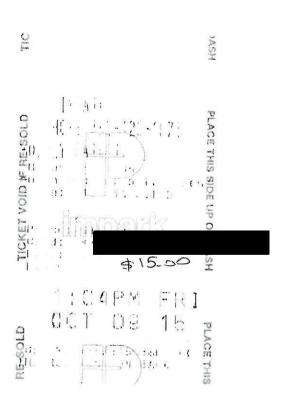
\$14.25

Total ( OO ) APPROVED-THANK YOU

> Retain this copy for your records Customer copy

# Parking Paid at Seventh Street Plaza Re: Meeting with Dr. Wader







# Pomeroy Lodging LP o/a GP Pomeroy Hotel

GST #855473310 RT0014 11633 100th Street

Grande Prairie, AB T8V 3Y4

Telephone: (780)532-5221 Fax: (780)532-5441

Oct 14, 2015

3:33 pm (|)

le: Dr. Mullers (1) Letirement ur Beaverlodge.

KEVIN W DR WORRY

Arrival Date: Thursday, October 08, 2015 Departure Date: Friday, October 09, 2015

Membe

Information: ALBERTA HEALTH SERVICES EMPL

Folio #		
Room Nur	iber:	
Rate: \$134	.00	
Pay Metho	d:	

Date	Department		Reference	45 - 3	2,34	Voucher	Room	Debit	Credit
10/8/2015	ROOM CHARGE	Auto Posted				<del>- 1-12-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1</del>			
10/8/2015	G.S.T - ROOM				I			\$134.00	
		Auto Posted			ı			\$6.70	
10/8/2015	HOTEL TAX	Auto Posted			i			\$5.36	
10/8/2015	D.M.F. FEE	Auto Posted			3				
10/8/2015	G.S.T - ROOM						1	\$4.02	
		Auto Posted			1			\$0.20	
0/8/2015	HOTEL TAX	Auto Posted			1			\$4000 PM	
10/9/2015	MASTERCARD	CHECKED-						\$0.16	
	THE TENOMINE	JOHLONED.							\$150.4

I agree that my liability for all charges is not waived

Signature \_\_\_\_\_

Tax Summ	ary
G.S.T - ROO	\$6.90
D.M.F. FEE	\$4.02
HOTEL TAX	\$5.52

Balance: \$0.00

# fuel paid - leful for rental car le: Dr. Milles lettrement in Garde Praise



Mille 19 que mande Producte de tiones

# **一校在 到出校** 3.50。

CENTRE VEST ESSO 80302886 11910 99 AVENUE GRANDE PRAIRIE, AB VRN:R876975210 10/09/2015 811054221 07:17:33 AM

PUMPH 2
EREG 8.497L
PRICE/L 1.899
FUEL TOTAL \$ 9.34

GST in fuel \$ 8.44 CREDIT \$ 9.34

TYPE: PLACENCE
ACCOUNT: MCHOOFLEET
AUTO: 841047 F IMMOTEE
CARD MUNICEN
GERIFIED BY

LOTALTY: NO INFORTANT - retain this eapy for your records

\$1 Approved - Thorn (ed #2)



10610 AIRPORT DRIVE GRANDE PRAIRIE, AB T8V7Z5 Federal GST#:889365821

Le: Dr. Millers Retrement.

BILL TO

**KEVIN WORRY** 

RENTAL INFORMATION

Date/Time Out 10/08/2015 16:55

Renter WORRY, KEVIN

RENTAL VEHICLES

Color License

cense Model

Unit

Miles/Kms Out In 25,480 25,567

Date/Time In

10/09/2015 08:06

CLAIM INFORMATION

Claim# / PO# / RO#

Insured

Date of Loss

Type of Loss

Type of Vehicle

Repair Shop

Rental Agreement #:
Bill Ref #:
Invoice Date:

Invoice Date: Account #:

13/10/2015

(B)

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	1 DAY	52.00	52.00
ROADSIDE ASSISTANCE PROTEC	T 1 DAY	4.99	4.99
	Subtotal		56.99
CONCESSION FEE	PCT	16.28	9.41
VLF	1 DAY	0.79	0.79
GST	PCT	5.00	3.36
Total Charges (CAD) PAYMENTS			70.55
Payment	Master Card	ture properties and	-70.55
Total Payments (CAD)			-70.55
Amount Due (CAD)			0.00

## For Billing Inquiries / Payment Terms:

Tel#:(403) 216-3490

ALBARADMIN@ehi.com

Payment Due within days of invoice date

Late payments are subject to a finance charge.

### Thank You For Choosing Enterprise

Please Return This Portion With Remittance

Remit To:

ENTERPRISE RENT-A-CAR 5821 - 6 STREET SE CALGARY, AB T2H1M4 Amount Due (CAD)

Paid By:

KEVIN WORRY

Account #

Rental Agreement

Amount

-0

**GPBR** 

# AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
WORRY, KEVIN	ZMD, North	Fort McMurray	702.12
	Zone		

Expense Date	Business reason	Expense Location	Expense Type		From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance		
9/30/2015	PMI Course in Calgary	AB - Local	Accommodations	167.28				1					
10/1/2015	PMI Course in Calgary	AB - Local	Accommodations	167.28				1					
9/17/2015	PMI Re: Management		Meals Per Diem	20.80			B/F &	1					
	Dynamics in Edmonton						Lunch						
9/19/2015	PMI Course in Red Deer	AB - Local	Accommodations	159.56				1	.				
9/18/2015	PMI Course in Edmonton Re:		Meals Per Diem	20.80			B/F &	1					
	Management Dyanmics						Lunch						
9/19/2015	PMI Course in Red Deer		Meals Per Diem	20.80	)		B/F &	1					
	Re:leadership strategies						Lunch						
9/20/2015	PMI Course in Red Deer Re:		Meals Per Diem	20.80			B/F &	1					
	Leadership Strategies						Lunch						
9/24/2015			Meals Per Diem	20.80			B/F &	1					
	Talent Management						Lunch						
9/25/2015	PMI Course in Edmonton Re:		Meals Per Diem	Meals Per Diem	20.80			B/F &	1				
	Talent Management						Lunch						
9/30/2015	PMI Course in Calgary Re:		Meals Per Diem	Meals Per Diem	20.80			B/F &	1				
	Crucial Conversations						Lunch	ch					
9/23/2015			Meals Per Diem	Meals Per Diem	Meals Per Diem	20.80			B/F &	1			
	Talent management						Lunch						
10/1/2015	PMI course in Calgary Re:		Meals Per Diem	Meals Per Diem	Meals Per Diem	20.80			B/F &	1			
	Crucial Conversations						Lunch						
10/2/2015	PMI Course In Calgary Re:		Meals Per Diem	20.80			B/F &	1					
	Crucial Conversations						Lunch						
Approver(s) for the claim	Approval Status	Approval Dat	e				1		1		1		

Approver(s) for the claim	Approval Status	Approval Date
YIU, VEF	RNA Approve	13-Oct-15



36 09-20-15 Kevin Worry Folio No. Room No. : A/R Number Arrival 09-19-15 Group Code Departure : 09-20-15 Company Alberta Health Services Conf. No. : Membership No.: Rate Code: Invoice No. Page No. : 1 of 1

Date	Description			Credits
09-19-15	*Accommodation		144.99	
09-19-15	Tourism Levy 4%		5.80	
09-19-15	DMF 1%		1.45	
09-19-15	GST 5%		7.32	
Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihg.com/reviews. We look forward to welcoming you back soon.		Total	159.56	0.00
		Balance	159.56	

## **Guest Signature:**

I have received the goods and / or services in the amount shown heron. I agree that my liablity for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.



Kevin W Worry Arrival

Room No. 09-30-15

Departure Page No.

: 10-02-15

1 of 1

INFORMATION INVOICE

Membership No.

A/R Number

Group Code Company Name Folio No. Conf. No. Cashier No.

> 10-02-15 03:19:35 AM EST

Date	Text	Charges	Credits
09-30-15	Room	149.00	
09-30-15	Destination Marketing Fee	4.47	
09-30-15	GST Tax	7.67	
09-30-15	Alberta Tourism Levy	6.14	
10-01-15	Room	149.00	
10-01-15	Destination Marketing Fee	4.47	
10-01-15	GST Tax	7.67	
10-01-15	Alberta Tourism Levy	6.14	
10-02-15	Visa		334.56

	Total	334.56	334.56
•	Balance		0.00

Club Carlson: A faster way to a free night stay at over 1000 Carlson hotels worldwide. Enroll and learn more at the front desk or at clubcarlson.com

## Thank You For Staying With Us

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

Guest	Signature	
Cittost	O'B'ILLICAT O	