



Official Administrator and Executive Expense Report

Name Salimah Walji-Shivji

Title General Counsel Legal & Privacy

Location Edmonton

Expenses submitted during the month of July 2015

						Travel (1)						
Date	Source Document	Purpose	Ā	Airfare	Meals	Accommodati	ion	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jul-15	P-Card	Meetings				9	66	486	1,452			
Jul-15	Expense Claim	Meetings			169	,		93	262			
Jul-15	Direct Billing	Meetings		1,408					1,408			
Total			\$	1,408	\$ 169	\$ 9	66	\$ 579	\$ 3,122	\$ -	\$ -	\$ -

Total for the

Month \$ 3,122

Maximum daily single meal expense claimed in the month \$ 21 Maximum daily base hotel rate claimed in the month \$ 172 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

RUN DATE: 08/07/2015

P-Card details Online ® Cardholder Statement Report

WALJI-SH	IVJI, SALIM	AH GENERAL C	OUNSEL			- 440,732,70						
Cardholda	r's Name	Cardholder's		— B-H	ing Reporting Pe	rriod:	20/07/2015					
LEGAL & F		SOUTHPOR	TTOWER					- 1				
Cardholde		Cardholder's	Site/Location	Tota	Statement Am	ound;	\$1,-	168.39	\$1451.55			
		BERTAHEAUTHSERVICES,CA					7		···········			
Cardholder	's e-mail ad	dress		Las	t 6 digits of the F	P-Card A	ŧ.					
Stationent	of Transac	Vons				~,,,						
Trensaction	Trans ID	Merchant Name & Description	Truns Origin		Trans Amount	Los						
Date 18/05/2015	394223331		Amou		y Irans Amount	GST	Freig	hDescription				
19/00/2010	994223331	ASSOCIATED CABIALLIED, LIMOL AND TAXICABS	ISINES 45.	60 CAD	45.60	2 17	.0	CDowntown (Dai	oilte Conference) to airpo			
18/06/2015	394223332	ASSOCIATED CANALLIED, LINOU AND TAXICABS	BINES 32	90 CAD	82.90	1.57	.0.	Taxi from YYC	o home June 9			
13/06/2018	394223333	AHS ACH PARKING ZEAG, AUTON PARKING LOTS AND GARAGES	OBLE 11:	ZE CAD	11.28	.64	*******	dealing with Ad	H Foundation			
2 00/2015	394777263	THE WESTIN EDMONTON, WESTIN	N 579;	3 CAD	579 33	36 12	.00	Hotel stay for 3 committee mee	nights to attend ELT and ings June 22, 23, 24 and			
29/08/2015	595251897	ASSOCIATED CABALLIED, LIMOU AND TAXICABS	SINES 32.3	d CAD	32.30	1.54	.00	Cab from YYC (
01/07/2015	295251895	THE WESTIN EDMONTON, WESTIN	193.1	CAD	193.11	36,12	.00	lotel stay for Ju	na 30th ELT			
02/07/2015	395441757	AHS ACH PARKING ZEAG, AUTOM PARKING LOTS AND GARAGES	DBILE 9.0	CAD	9,00	.43		End of life meets July 2	ng with hospital steff at Al			
07/07/2015	395955444	ASSOCIATED CAB/ALLIED, LIMOUS AND TAXICABS	INES 2014	CAD	29 40	1,40	00	Geb from nome	O YYC for June 30 ELT			
07/07/2015	395956445	AHS FMC FARKING I ZEAG, AUTON PARKING LOTS AND GARAGES	OBILE 11.2	CAD	11.29	.54		Participation at F	MC pancake breakfast J.			
00/07/2015	180955441	NEINITY TRANSPORTATIO, LIMOUS AND TAXICABS	SINES 72.0	CAD	72.00	3.43		Transport from Y	EG to Hotel on June 22			
06/07/2015	395955442	NEINITY TRANSPORTATIO, LIMOUR AND TAXICADS	NES 72.00	CAD	72.00	3.43		Transport from Y	EG to Hotel June 29			
08/07/2016	395955443	NEINTY TRANSPORTATIO, LIMOUS AND TAXICABS	SINES 72.00	CAD	72.00	3.43		Transportation fo	r BH, SWS and Fit from = 30			
09/07/2015	155828	ASSOCIATED CABALLIED, LIMOUS AND TAXICABS	NES 33.50	CAD	33.50	1.60	.DCI	Cab from YYC io	home Jure 30			
10/07/2015	96329330	AHS ACH PARKING ZEAG. AUTOMO PARKING LOTS AND GARAGES	BILE 9.00	CAD	9.60	44		anicipation at A	OH Pancoke president Ju			
5/07/2015	90568399	THE WESTIN EDMONTON, WESTIN HOTELS	216.95		193.11	36.12	.00	total stay July 13 rocurement (aw)	I - 3rd interview for			
6/07/2016 3	9855666	ASSOCIATED CABIALLIED, LIMOUSI AND TAXICABS	NES 33,30	CAD	33.50	1.59	001	ransportation fro 3rd interview (or	m YYC to name July 14 procur ment (a yer)			
¥07/2016 3	96868871	AHS ACH PARKING ZEAG, AUTOMO PARKING LOTS AND GARAGES	BILE 6 75	CAD	6,78	32		nd of the meetin	g with staff st ACH July 1			
ranisactions	without Re	celpts or supporting document	ition				<u></u>	· · · · · · · · · · · · · · · · · · ·				
ransaction 1		Merchant Name & Description	Amount	Currency 1	rens Amount	GST F	reighD	escription				
0/06/2015 35	14346302	AHS PARKING SOUTH HEAL, HEALT PRACTITIONERS, MEDICAL SERVICE	9.00	CAD	9 00	43	D	atient meeting at	SHC July 20			
5/07/2015		NHS ACH FARKING ZEAG, AUTOMOR PARKING LOTS AND GARAGES	IILE 6,75	CAD	6.75	.32			with staff at ACH July 15			

P-Card details Online ® Cardholder Statement Report

Signatures		
Cardholder Designate (If Applicable)		
By signing this statement I hereby certify that I have reviewed and reconciled this st. Program User Guide and Training. I have allocated the tra	atement in BMO Online to the best of my ability in insaction(s) to the proper cost centre.	accordance to AHS Corporate Policies.
Name of Cardholder Designate	Cardholder Designate Position/Title	
Signature of Cardholder Designate	Date of Signature	
Cardholder By signing this statement I attest that I have read and understand the "Travel, Hosp expenses being claimed are in compilance with such polic." I attest the expenses enclosed in this claim are for valid by claimed by me or on my behalf from Alberta Health Servic charged is attached. I attest that expenses submitted in this claim have been in provided.	cy. usiness purposes for Alberta Health Services and less or any other Organization. A personal cheque for	that this claim has not been previously or any personal expenses hadvertently
WALJI-SHIV, J., ALIMAH Name of Cardholder Signature of Cardholder	Cardholder Position/Title	
Approver Dealgnate (If Applicable) By signing this statement I attest that I have read and understand the "Travel, Hosp expenses being claimed are in compilance with such police."	nitality and Working Session Expense Policy (1122)	of Alberta Health Services and confirm
I attest the expenses enclosed in this claim are for valid be claimed by the claimant or on their behalf from Alberta Hocharged has been obtained. I attest that expenses submitted in this claim have been in provided. Name of Approver Designate Signature of Approver Designate	halth Services or any other Organization. A persona	at cuedate for beigotter expenses madvertermy
Approver By signing this statement I attest that I have read and understand the "Travel, Hose expenses being claimed are in compliance with such policy of the claimed by the claiment or on their behalf from Alberta He changed has been obtained. I attest that expenses submitted in this claim have been in provided. Name of Approver Signature of Approver	cy. pusiness purposes for Alberta Health Services and eafth Services or any other Organization. A person	that this claim has not been previously all cheque for personal expenses inadvertently a rationale and supporting analysis is
Submit approved statement with attachments to Accounts F	Payable;	
Attach: ' Original (or scanned) itemized receipts with documented by where required Signed Cardholder Statement Report (or copies of electron And where applicable: ' Copies of pre-approvels for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipts Disputes letter Business reasons for travel require detailed descriptions — meal), why travel was necessary and detailed explanation	nic signatures if signatures are not on report)	Address: Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4
Accounts Payable only:	and the same of th	
Reference #: Revie	ewed by:	Date:

ASSOCIATED CAB ALTA LTD 367 - 41 AVE NE (483) 299-1111 INSIST ON THE PROFESSIONALS

DATE: 2815/86/88 PICK-UP TIME: 18:59 DROP-OFF TIME: 19:21 THIP ID: B LOCATION: 073000-45024103707 CAR NUMBER: 1533

DRIVER: CARD TYPE: CARD: EXPIRY: AUTH:



891818

FARE (\$): 41,68 EXTRA (\$): 8, 99 SUBTTL (\$): 41.68

TIP (\$):

FOR ONLINE TAXI BOOKINGS VISIT OUR MEBSITERWHW ASSOCIATEDCAB CA

ASSOCIATED CAB ALTA LTD 387 - 41 AVE NE (483) 289-1111 INSIST ON THE PROFESSIONALS

> DATE: 2015/06/09 PICK UP TIME: 18:86 DRUP OFF TIME: 18:26 TRIP ID: LOCATION: 873888-45824183787 CAR NUMBER: 1321 DRIVER: 947188 CARD TYPE: MC CARD. EXPIRY: AUTH:

FARE (\$): 29, 98 EXTRA (\$): 8. 88 SHRITE (\$): 29, 98

TIP (\$):

SIGNATURE:

TOTAL (\$):

FOR ONLINE TAXI_BOOKINGS VISIT
OUR NEBSITEENWH ASSOCIATEDEAB CA

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a

RECEIPT

3

Alberta Health Services ACH Lot 1 RECEIPT ENTRY TIME: 19.06.15 88:44 EXIT TIME: 19.06.15 11:12 PARK-DUR.: HAS:MIN 0:82:28 AMOUNT: 11.25 KIND OF PAYMENT: MASTER CARD Alberta Health Services

Colgary Modify Region

3



The Westin Edmonton 10135 100 St Edmonton, AB T5J (IN7 Canada

Tel: 780-426-3636 Fax: 780-428-1454

Salimah Walji Alberta Health Services WESTIN'

HOTELS & RESORTS

Page Number
Guest Number
Folio IIC

Arrive Date : 22-JUN-15 15.53
Depart Date : 25-JUN-15 11.47
No Of Guest
Room Number :
Club Account :

Tax Invoice

Date Refe	Perceiption Description	Charges (CAD)	Credits (CAD)
27-3014-19	Room Charge	172 00	
22-JUN-15	GST	8 66	
22-JUN-15	Costination Marketing Fee	5 16	
22-JUN-15	Tourism Levy	7.09	
23-JUN-15	Brom Charge	172 00	
23-JUN-15	GST	8 86	
23 5189-15	Destination Marketing Fee	5 16	
23-JUN-15	Tourism Levy	7 09	
24-JUN-15	Room Charge	172 00	
24-JUN-15	GST	8.86	
24-JUN-15	Destination Marketing Fee	5 16	
24-JUN-15	Tourism Levy	7.08	
25-JUN-15	Mostercard		-579.33
	** Total	579 33	-579.33
	*** Balance	0.00	

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

Continued on the next page



The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7

Canada

Tel: 780-426-3636 Fax: 780-428-1454





HOTELS & RESORTS

 Page Number
 :
 Invoice Nbr

 Guest Number
 :
 :

 Folio ID
 :
 .

 Arrive Date
 :
 29-JUN-15
 17:38

 Depart Date
 :
 30-JUN-15
 12:00

 No. Of Guest
 :
 1

 Room Number
 :
 .

Room Number : Club Account :

Information Invoice

The Westin Edmonto Date	Description	Charges (CAD)	Credits (CAD)
29-JUN-15	Room Charge	172.00	ciente (coto)
29-JUN-15	GST	8.86	
29-JUN-15	Destination Marketing Fee	5.16	
29-JUN-15	Tourism Levy	7.09	
90-JUN-15	Mastercard		-193.11
	** Total	193.11	-193.11
	*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflect ed 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.

Continued on the next page

RECEIPT

Services ACH Lot 1 RECEIPT

2015/06/25 16:87 16:25 073000-45824103707

LOCATION: CAR NUMBER-1537 DRIVER: 8248/7-4582419.1 CARD TYPE:

ASSOCIATED CAB ALTA LTD

307 - 41 AVE NE (403) 299-1111

INSIST ON THE PROFESSIONALS

CARD. EXPIRY: AUTH:

DATE:

TRIP ID:

PICK-UP TIME:

DROP-OFF TIME:

FARE (\$): 29. 39 EXTRA (\$) 8. 88 SUBTTL (3) 29 39

TIP (\$):

TOTAL (\$):

SIGNATURE:

FOR ONLINE TAXI BOOKINGS VISIO OUR WEBSITEGWWW ASSOCIATEDCAR CA

Alberto Health A8 ENTRY TIME: 02.07.15 11:44 EXIT TIME: 02.07.15 13:20 PARK-DUR.: HRS: MIN 0:21:36 THUOWA: 9.33 KIND OF PAYMENT: MASTER CARD Alberta Health Services

Calgary Health Region

INSIST UN THE PHULESSIJNALS

DATE: 2815/86/29 PICK UF TIME: 14:32 DROP JFF TIME: 14:52 TRIF ID: 78851 LOCATION: 973000-45024103707 CAR NUMBER: 8543 ORIVER 593910 CARD TYPE CARD. EXPIRY: AUTH:

FARE (\$) 26 = EXTRA (\$): 9. 11. SUBTIL (\$) 26. 44

)[P (\$):

TOTAL (\$)

SIGNATURE

FOR ONLINE TAXI BOOKINGS VISIT OUR WEBSIFFSHOW ASSOCIATEDCAB CA

בווחדמונים ח המווי

RECEIPT



Alberts Health Services FMC Lot 1 RECEIPT A2 ENTRY TIPE: 27.27 15 36:41 EXIT TIME . 27.07.15 38:53 PARK-DUR .: HRS: MIN 2:32:17 AMOUNT:

11.25 KIND OF PAYMENT: MASTER CARD





Tena Dubeau

From:

tobias tobias July 22, 2015

Sent: To:

Tena Dubeau

Subject:

Fwd: Transaction Receipt - Do Not Reply

---- Forwarded message ----

From: tobias tobias <

Date: Wed, Jul 8, 2015 at 2:11 AW

Subject: Fwd: Transaction Receipt - Do Not Reply

To: Lou Decoste < Lou. Decoste@albertahealthservices ca>

Salimah Walji June 22/2015 Ap>Westin

INFINITY TRANSPORTATION I

ТҮРЕ	PURCHASE	
ORDER ID		
CUSTOMER ID	Salimah Walji-Shivji	
CARD NUM		
ACCOUNT	MASTERCARD	
DATE.	Jul 8 2015 02:07AM	
REF NUM		
AUTH CODE		
AMOUNT (CAD)	\$72.0)(

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

01 APPROVED - THANK YOU 027



Tena Dubeau

From:

tobias tobias

Sent:

July 22, 2015 11:17 AM

To:

Tena Dubeau

Subject:

Fwd: Transaction Receipt - Do Not Reply

----- Forwarded message -----

From: tobias tobias

Date: Wed, Jul 8, 2015 at 2:11 AM

Subject: Fwd: Transaction Receipt - Do Not Reply

To: Lou Decoste < 1.ou. Decoste // albertahealthservices.ca>

Salimah Walji June 29/2015 Ap>Westin

INFINITY TRANSPORTATION I

ORDER ID
CUSTOMER ID
CARD NUM
ACCOUNT

DATE
REF NUM
AUTH CODE

PURCHASE

PURCHASE

PURCHASE

PURCHASE

Salimah Walji-Shivji

Salimah Walji-Shivji

Jul 8 2015 02:08AM

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

01 APPROVED - THANK YOU 027

\$72.00



Tena Dubeau

From:

tobias tobias

Sent:

July 22, 2015 11:17 AM

To:

Tena Dubeau

Subject:

Fwd: Transaction Receipt - Do Not Reply

----- Forwarded message -----

From: tobias tobias

Date: Wed, Jul 8, 2015 at 2:12 AM

Subject: Fwd: Transaction Receipt - Do Not Reply

To: Lou Decoste < Lou. Decoste (a) albertahealthservices, ca>

Salimah Walji & Brenda Huband & Dr.Belanger June 30/2015 SSP>ap

INFINITY TRANSPORTATION I

TYPE PURCHASE

ORDER ID

CUSTOMER ID

CARD NUM

ACCOUNT MASTERCARD

DATE

REF NUM

AUTH CODE

PURCHASE

Salimah Walji-Shivji

Salimah Walji-Shivji

DATE

Jul 8 2015 02:09AM

\$72.00

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

61 APPROVED - THANK YOU 027

- IMPORTANT -



RECEIPT

307 - 41 AVE NE (403) 299-1311 INSIST ON THE PROFESSIONALS

2015/86/38 DATE: PICK-UP TIME: 18:13 DROP-OFF TIME: 18:31 TRIP ID: 973999-45924193797 LOCATION: 850 CAR NUMBER: 594863 DRIVER: CARD TYPE: NC

CARD: EXPIRY: AUTH:

29.58 FARE (\$): EXTRA (\$): SUBTTL (\$): 8. 0° 29. 5u

TOTAL (\$)

SIGNATURE:

FOR ONLINE TAXI BOCKINGS VISIT OUR MEBSITEOWNN ASSOCIATEDCAB



RECEIPT

Alberta Health Services ACH Lot 1 RECEIPT A9 ENTRY TIME: 16.07.15 98:43 EXIT TIME: 16.07.15 12:05 PARK-DUR .: HRS: MIN 3:01:23 AMOUNT: 6.75 KIND OF PAYMENT: MASTER CARD Alberta Health

Services Calgary Health Region

Alberta Health Services ACH Lot 1 AS RECEIPT ENTRY TIME: 67:14 10.07.15 EXIT TIME: 29:01 10.07.15 PARK-DUR.: HRS:MIN 2:31:47 AMOUNT: 9.22 KIND OF PAYMENT: HASTER CARD Alberta Health

Services

Calmery Husich Region



The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7 Canada

Tel: 780-426-3636 Fax: 780-428-1454

Ms. Salimah Walji



HOTELS & RESORTS

Page Number : Invoice Nbr
Guest Number :
Folio ID :
Arrive Date : 13-JUL-15 16:38
Depart Date : 14-JUL-15 10:33
No. Of Guest : 1
Room Number :
Club Account

Copy Tax Invoice

Tax ID . 815461330RT0001

Date	Peference	Description	Charges (CAD)	Credits (CAD)
13-JUL-15	5	In Room	(16.99	be refunded -
13-JUL-15	5	Tax GST	0.85	
13-JUL-15	5	Room Charge	172.00	cheque,
13 JUL-15	ė	GST	8.96	& Herched
13-JUL-19	2	Destination Marketing Fee	5.16	OCTATION CO.
13-JUL-15	5	Tourism Levy	7.09	
14-JUL-15		Mastercard		-210.95
		** Total	210.95	-210.95
		*** Balance	0.00	

KIDS EAT Western record IN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at westin.com/eatwell

Continued on the next page

ASSOCIATED CAB ALTA LTD 387 - 41 AVE NE (483) 299-1111 INSIST ON THE PROFESSIONALS



14

DATE: PICK-UP TIME: DROP-OFF TIME TRIP ID: LOCATION: CAR MUMBER: DRIVER: CARD TYPE: CARD: EXPIRY: AUTH:	2815/87/14 16:17 16:34 8 873888-45824183787 6545 898176 HC
FARE (\$): EXTRA (\$): SUBITL (\$):	29, 38 6, 88 29, 36
TIP (\$):	4
TOTAL (\$):	33.30
SIGNATURE:	
FOR CHLINE TO	NXI BOOKINGS VISIT

CUSTOMER'S COPY

and the second

Written Attestation for Lost Receipts

July 23, 2015

AHS Parking – South Health Centre – June 20th \$9.00 AHS Parking – July 15th \$6.75

- · The above itemized original receipts have been misplaced
- The expenses were incurred and related to AHS business
- The expenses has not been previously claimed

Salimah Walji-Shivji

Employee Authorization

Date Signed: 06. AUG. 2015

Tena_Dubeau

Witness

Date Signed:

6/2015



TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECT	ION A	A: EMPLO	OYEE DETAIL	S (for	AHS St	aff O	NLY)		2000000 2 2000000000000000000000000000		7745	W WIND MARKET		III de oraș	
• En	ter em	ployee # (o.	ld) and Employee	# (E-Peop	ote) if you	ır payn	oil has i	migrated to the	New E-People p	ayroll system		expense Date Fro	m: 1-Jul-15	To	31-Jul-15
* Ind	licate l	WA in the E	mployee # (E-Peo ployee and your pa	ple) if you	ur payroll	has no	ot migra	ted to the New	E-People payro	ll systen		Travel Period from	Control of the Contro	0	tir eppine to
		ah Wall-Sh		PI OII IS C	-redue v	OU WIE	only as	eve en Employ	Position	frid 1.		Out-of-Province T	ravel	****************	
Locatio	-			D-							General Counsel				
LOCATIO	и.			Dep				DOFA Leve	H:	(applicable)		Busine	ss Phone #: •		Ext:
Employ	ee#(I	:-People).			-						200				
SECTI	ON E	FINAN	CE CODING &	TOTAL	CLAIN	A	- community				**************************************				
CAPIT	AL PI	ROJECT C	ODING ONLY -	E	Project xpenditu		per	ion .	~ ~ ~	*****	##.1 ISI	Task Number xpenditure Type			
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	7	otal - Sec	ction B: Travel	1	2001 - A 2012 A 1	-11	apra si	Total - Se	ction C&D: 0	Other & Fore	ign Expenses	- Pg 3	TOTAL RE	IMBU	RSEMENT
Pal	Bal Init	Location	Functional	R 000000	Total		Bal	Location	Functional (Centre (FC)	Secondaryi	Total			
			Centre (FC)		pense	-11	Unit		M. 24 (200 11 2 2 11 2 11 2 11 2 11 2 11 2 11		Expense	Expense	Total Section	n B	\$262.02
	101	0005	71110550000	\$2	201.21	_							Total Section	C&D	
28 1	01	0005	71110550000	\$	60.81								Less Cash Adv	ance	
2C													VALUE OF THE REAL PROPERTY.	100000	
2D													TOTAL CL	AIM	\$262.02
		ettivittiin ta oo ahaabaan kaalaa kana araa Ra		\$2	262.02	7		**Us	er to enter Codi	па 8. \$ Атоил	ıts				
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SECTIO	NF:	AUTHOR	RIZATION	Sourch - NAME			21111170	Married Towns (1997)	-						
I attest that I ha	mys toud a	and understand the	Travel, Hospitally & Windon	Serion	Policy (11)	22)" of Alba	orta Health S	Services and confirm exp	omres iming claimed and k	complance with the pric	rdpl-t and re-risk wy require n	ents of this poley		AND COMMON TOP OF	1000 T
I emest that each	Desires en	posed at this clear brittled in this clear	u pake pasu juonusi pAnawa me m Asso brissese bribon	s cost effective	Sancar	with Zinc or	na stam has nage and sup	porong a wiyate is provi	ened by me at on my beha read	rikom Alberta Heesth Se Travel, Hospital	ruces or any other Outline on it's and Wor - * Session F	mentes Policy - Decumer	## 1177		
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			n have been incurred by using										ccounts Payable f		
Approve	id By (PRINT ONL	o: Vickae	2 Km	WALL	25K	2		DOFA Level		Position #		hone #		
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18.5-7. 202		Signatu	re.	ئے'۔				arres					Date TIL	$2 \cdot \delta$	14,201s
steet Palibe	everende senses enc	and service stand as a	applicable policies of Alberta H see for valid business purpose	ealth Services	the person to	these expe	indenta.	on and expenses being	damed are in compliance	with such policies	324 2 3	The state of the s		7	
Of suit at ou			the a been accurred by using							OF STREET, SOUTH ADDRESS.	Name Services of any one				
				e com procurs	a annual de de de de	CANADA LANDAR	Here Init of State								
		PRINT ONLY							DOFA Level		Position #		Phone #		_ Ext
l, by signing t	thus form. a	Signatu	plient to ell the ebove stateme re:	wits					Title				Date		
Heelth and purpose of	Person ad ninis	el information d	on wis form is collected ocure to Pay program	Lby AHS in	nder the aud	thorsty of	section 1	(0(b) of the Health	information Act (HIIA	V and sections 33/	c) and 34(2) of the Freed	iom of information and	Protection of Privacy (FOI)	P) Act, res	pectively, for the
r r u				claim form	(with rece	ipts and	d other re	equired backup) t	o: Alberta Haaith S	Prysoes 10030-107	St. North Tower (Esh	Floor, Accounts Flour	ble, Edmonton, AB T&J 3	F4	
					70	8			- 1 of 3-				may contribution, Add 190 a	w.7	
~				201				E)	(PENSE CLAIN	A DETAILS					
	Enter	Finance	Coding	101	0005	71111	066000	0	Emp ₩ (E-Pe	opie)	0050414	**************************************	Married particular and analysis of the		Page 2A

	ount on slip, <u>DO NOT</u> separate any taxes (eg. GST, N B; TRAVEL EXPENSES <u>NOTE</u> : if expens											CTION		No. 24.25
Select irom da Ensure sepera	opdown (column Prov) where expenses were incurred (Out of N. stellines are used for claim items that differ in Province, US and Oil	America = Is	nieri)					Jakes -	***************************************	thod Used*	,	*		AMMEN
	Business Reason for Travel - Detailed Description	Prov, US, or Out of NAmer where	What is		F			If you	ı salect"No" RED ın the "F	in this colum ≀ationale is F	an, Required*sec		page	
Date dd-mm:n-yy	Required (include destination, who attended-(if meal) why travel was necessary and detailed explanation of reason)		travel related	Cost Effective Method	-000	I (Allowance OR Receipt) Allowance Meal with Receipt			If amount being claims policy limit stated in a		pendix "A"	Rental Carl Bus/LRT/	Per Diem	S. Side and and a
	A rescription of just "Meeting" will be returned for clarification	expenses incurred?	to?	Used? Yes/No	Meal Type with value	Allowance	Meal Type	with receipt	Airtare	Hotel	Taxi	Parking / Fuel	Allowenc &	(km)
30~Jun-15	Cab from Westin Hoter o Still for Executive Leadership Meeting	AB - Provinc	Meeting	Yes						1 200	\$7.82			
13-Jui-15	Attendance to ELT on July 14th	AB - Provinc	Meeting	Yes	LD-\$32 35	\$32.35		· — • • • • • • • • • • • • • • • • • •						
14-Jul-15	F_T Meeting - July 14th	AB - Local	Meeting	Yes	BL-\$20 90	\$20.80								
17-Jul-15	Aftendance to Lab meeting with CA in Edutonian	AB - Local	Meeting	Yes	B-\$9:26	\$9 20								
20-Jul-15	Attendance for EL1' me using July 21	AB - Provinc	Meeting	Yès	LD-\$32.35	\$32.35			est and anyther any					
21-Jul-15	Cab from hatel to SSP for ELT meeting July 21	AB Provinc	Meeting	Yes	BL-\$20 80	\$20.80			****		\$7 82			
27-Jul-15	Cab from home to YYC for July 28 ELT meeting a Edmonton	AB - Provinc	Meeting	Yes	LD-\$32 35	S32 35					\$28.52			
27-Jul-15	Cab from Legal sure Building to hotel (Massing with Nanister)	AB - Provinc	Meeting	Yes							\$9,20			
***	SUBTOTALS					\$147.85					\$53.36			Total Kms
	MILEAGE - Business Kilomete → details of travel location to & from must b	e included	above undi	r the purpo	se of travel co	lumn			Enter \$0.5	05 km, \$0.47		per Union A 1909 details		\$0.505
***************************************	Rates applicable \$0.505 per km for under 5,000km/y	Or \$0.47 p	per km for g	ver 5.000kn	nlys or per Un	on Agreeme	at .					-	Mileage \$	
Not	te: Total vali auto fill into pg 1, Section E, if form comp	leted elec	tronicativ-	Additional	no 2's can b	e found elle	r Page	.,			-	Travel	Subtota	\$201 21
			***************************************		pg 2 0 0011 D		-1 1 ag			Auto 1	fills on page	1 - TOTAL	TRAVEL S	\$201.21
Rationale (Any analy	is Required for expenses that are not Cost E ysis supporting the method to assess cost el	ffective fectiven	ess shou	d be atta	ched to th	e claim to	m	ASSESSED ASSESSED	1				****** ** ****************************	
														1

EXPENSE CLAIM DETAILS

If NOT claiming any expenses in Sections C or D, this page does NOT have to be submitted.

SECTION C: OTHER EXPENSES	Emp # (E-People)	and the following companies are not of the constant of the control	Page 3
• Expenses to be claimed in this section include but are not limited to: losping to & Hosbing	Working Sessions, Recruiment Relay	Calve Configure Faugates, Business incurance and microllanes a supplier	

	Business Reason for Travel - Detailed Description	Prov. Uŝ. or			F	urther Exp	lanati		select"No" RED in the "R			tion on this	page	
Date dd-mmm-yy	Required	Out of N Amer	What is travel	Cost	Meal	(Allowance	OR R	ecelpt)	if amount be		is above the	Rental Carl	Per Diem	
оо-ишинуу	why travel this necessary and detailed explaination of reason). A description of just "Meeting" will be returned for classification	where expenses ucurred?	related to?	Method Used? Yes/No	Mest Al Mest Type with value	Allawance	Meal Yype	with Receipt	ratio Airfare	onale is requ Hotel			Allowanc e	Mileage (km)
26-Jul-15	Cab from notet to SCP ox ELT meeting and attendance on July 18th	AB - Provinc	Meeting	Yes	BL-\$20.80	\$20 80				aris airi samme	\$8.51			
24-Jul-15	Parking downtown for meeting with outside countiel	AB - Provinc	Meeting	Yes								\$31.50		

*														· · · · · · · · · · · · · · · · · · ·
	SUBTOTALS	7				\$20.80					\$8.51	\$31 50		Total Kms
	fMLEAGE - Business Kilometr → details of travel location to & from must b Rates applicable \$0.006 per km for <u>under 5.000 km/v</u>	e included	above unde	r the auroo	se of travel co	lumn			Enter \$0.6	06 km, \$9.47	km <u>OR</u> rate <u>(\$60 Mile</u>	l per Union A ene details		
			oci mirrior g		EST OF DELICITIE	Oll Votes is	4					A 100	Mileage \$	
Not	te: Total will auto fill into pg 1, Section E, if form comp	leted slec	tronically-	Additional	pg 2's can b	e found afte	r Page	3		Auto	fills on page		Subtotel	\$60.81 \$60.81
Rationale	Is Regulted for expenses that are not Cost E	Mactiva			A SOURCES		- Alexandra		- Angeles and Ange		emas de	TO TAL	rover of	300.01
(Any analy	ysis supporting the method to assess cost el	lectiven	ess shou	ld be atta	iched to th	e claim fo	m							
														1
		*		Mariana Againman and an	-	7 1000		Name and the same of	derite - transportations	The state of the s	- WARREST - OFFICE - CO			

- 2B of 3 -

EXPENSE CLAIM DETAILS

if expense	Enter Finance Coding as incurred are for multiple FC's please use pages 2	28,2C,2D (after pg3)	Emp # (E-People) as there should be one FC per page OR If more lines are required for the same FC use these addition	Page 2C		
SECTIO	N B: TRAVEL EXPENSES NOTE: If expens). Secondary/Expenses do not fall into these	nse codes are not required in this section as they are pre-determined by the system. e categories such as Hospitality, Working Sussion, Relocation, Continuing Education, Dusiness Insurance go to SECTION C			
Select from cropdown (column Prov) where expenses a ere incurred (Out of M America = Infant) Ensure separate lines are used for claim heres that differ in Province, US and Out of North America.			Completion of the "Cast Effective Method Used" Column is REQUIRED.			
Date	Business Reason for Travel - Detailed Description Required	Prov, US, or Out of What is travel	Cost Max (Allowance OR Paccent) If amount being claimed is above the pants			

YELLOW CAB 10135 31 AVENUE HW EDHONTON AB T6N-1C2 78B-462-3456

Term id:4592412478289 Item #:1221



1 AD\$6.80 1 BL\$1.02 1 AD\$7.82

131 AL

7.8

e gâh

. 11₀ 30k 06231 12:ne: 08:59:31

mornis COH

JUNE 30th

INSERT THIS END UP

BANKER'S HALL CALGARY AB RECEIPT A1 IN: 24/07/15 12:46 OUT: 24/07/15 14:07 PAID: \$ 31.50 VISA

REF. 47 G5T No.887315638RT00

GST INCLUDED

对品

Home -> 44C

316 MERIDIAN ROAD SE CALGARY, AB 12A 1X2

IF RMINAL 10:	314-651-489
MERCHANI ID:	432 Y65KU
VEHICLE ID :	8696
DRIVER ID :	4979
GST ACCOUNT #:	#59138114
IPIP NEEDER	3944583
PASSLHGFRS:	1

67-27-2015 START: 08:52 [1] [146 E: 0.00

1 AK HTUUNI: \$ 23.62

(AX AMOUNT:

\$ 1.18 \$ 3.72

ENU: 88:52

RAIE: 1

TOTAL :

28.52

VISA SALE :

- APPROVAL NUMBER :

MEMPASSENGER COPYMEN

THINK YOU

£493)299 9388

LBBL THECHECKERGROUP.COM



Leg => westin

YELLOW CAB 10135 31 AVENUE HW EDMONTON AB 164-162 708-462-3456

ierm Id:45824124782561 Item #:06-2 Visa Credit PURCHASE Op Id:13----Card #:

AID: AB000000031010

APPROVED

AMOUNT TIP

CAD\$8.80 CAD\$1.20

. TOTAL

CAD\$9.20

Ref. #: Auth.#: Resp. Come: UN TVR: 408000000 TSI: F800

> BOOK ON LINE AT EDHTAXI.COM THANK YOU FOR BEING OUR GUEST

> > 6ST 100403070

Date: 2015/87/27 <u>Time: 14:50:53</u> Response: AUTH

CUSTOMER COPY

-

WESTIN >> S&P

#5

WESTING SSP

YELLOW CAB 18135 31 AVENUE NW EDMONTON AB 16N-1C2 780-462-3456

Jern Id: 45824124782233 Item #11458 Visa Credit PURCHASE Or I

AID: A0088888831918

APPROVED

AMOUNT TIP

CAD\$6.80 CAD\$1.02

TOTAL

CAD\$7.82

Ref. Auth. Resr. TUR: 4080808888 ISI: F800

> BOOK ON LINE AT EDMTAXI.COM THANK YOU FOR BEING OUR GUEST

> > 6SI 189483878

Date: 2015/07/71 | Time: 08:39:29 Response: AUTH

CUSTOPER COPY

YELLOW LAB 10127 21 AVENUL BY FORCH ON AN TON 122 1: 3456

ion and Andrea 3785.04
Visa Credit
PURCHASE
PURCHASE
Cad
Cad

AID: AUBUU000031010

APPROVED

AMOUNT TIP

CAD\$7.40 CAD\$1.11

TUTAL

CAD\$8.51

Resp. C. TUR: 4030000000 TST: F800

BOUK OH LINE AT EONIAXI.COM THANK YOU FOR BEING DUR BUEST

6ST 108403976

Dale: 2015/0//78 Time: 98:11:19 Response: AUTH

* F*CUSTONER COPY***



Executive Expenses Report Direct Billing Summary

Purpose of This Form:

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

Expenses Paid Directly to Third Party Vendors:

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

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

Direct Bill Report

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

Indicate whether	er you have expenses to report in the	is section for this reporting period:	1123	and the second of the second o
Name :	Salimah Walji	Reporting Period for the Month of	: Jul-15	

DD-MMM-YY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
08-Jul-15	Direct Billing	Airline Ticket	Airline ticket from Calgary to Edmonton on July 13 and return on July 14/15. ELT meeting, (Air Canada credit used-ticket #	Marlin Travel	210.00
14-Jul-15	Direct Billing	Airline Ticket	Airline Ticket from Calgary to Edmonton on July 17 and return on July 17/15. Meeting with CEO and Minister.	Marlin Travel	382.96
16-Jul-15	Direct Billing	Airline Ticket	Airline Ticket from Calgary to Edmonton on July 20 and return on July 21/15. ELT meeting. (Air Canada credit used-ticke	Marlin Travel	130.00
24-Jul-15	Direct Billing	Airline Ticket	Airline Ticket from Calgary to Edmonton on July 27 and return on July 28/15. ELT meeting. (Air Canada credit used-ticket	Marlin Travel	256.48
29-Jul-15	Direct Billing	Airline Ticket	Airline ticket from Calgary to Edmonton on August 3 and return August 4/15. ELT meeting.	Marlin Travel	428.96
Total Paid in th	ie Month	ASSERVATION OF THE			\$ 1,408.40

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: July 8, 2015

1/2

Page:

Our Reference:

INVOICE

For

MRS SALIMAH WALJI

AC WS

Monday, July 13, 2015

🛹 Air

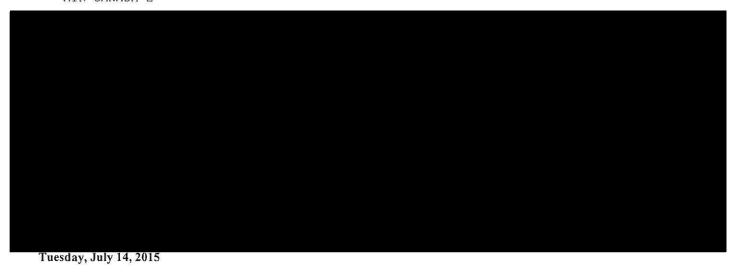
AIR CANADA Flight: 8138 U CLASS

From: CALGARY AB 10:30 AM Equipment: D8 (300 SERIES)

To: EDMONTON INTL AB 11:22 AM Mile(s) Flown: 163

Stops: 0 Arrival: 13Jul15

Seat(s): 04D AIR CANADA E



To: ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER

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

Our Reference:

Page:

July 8, 2015

ge:

2/2

INVOICE

Tuesday, July 14, 2015

Air

AIR CANADA

From: EDMONTON INTL AB

To: CALGARY AB

Stops: 0 Arrival: 14Jul15

Seat(s): 05C AIR CANADA E Flight: 8151 W CLASS

04:00 PM **Equipment**: CRJ JET

04:51 PM Mile(s) Flown: 163

Cost:
TKTTKT EXCHANGED

210.00

Grand Total: 210.00
Less Credit Card Payments: 210.00
Credit / Balance Due To This Invoice: 0.00
Total Balance Due: 0.00

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:

July 14, 2015

Page:

1/2

Our Reference:

INVOICE

For

MRS SALIMAH WALII

AC WS

Friday, July 17, 2015

🚄 Air

AIR CANADA

From: CALGARY

To: EDMONTON INTL AB

Stops: 0 Arrival: 17Jul15

AB

17Jul15

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 13D

Flight: 8134 V CLASS

08:30 AM Equipment: CRA

09:15 AM

Mile(s) Flown: 163

Air

AIR CANADA

From: EDMONTON INTL AB

To:

CALGARY AB

Stops: 0 Arrival:

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 5D

Flight: 8151

V CLASS

04:00 PM Equipment: CRJ JET

04:51 PM

Mile(s) Flown: 163

Cost:

AIR CANADA WEB

Tax:

Ticket Total:

308.00 74.96

382.96

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:

July 16, 2015

1/2

Our Reference:

Page:

INVOICE

For

MRS SALIMAH WALJI

AC WS

Monday, July 20, 2015

- Air

AIR CANADA

From: CALGARY AB

To: EDMONTON INTL AB

Stops: 0 Arrival: 20Jul15

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 5D

Flight: 8138 V CLASS

10:30 AM Equipment: D8 (300 SERIES)

11:22 AM Mile(s) Flown: 163

To: ALBERTA HEALTH SERVICES

SUITE 800, NORTH TOWER 10030-107 ST **EDMONTON AB CA T5J 3E4**

Invoice Number:

Date:

July 16, 2015

2/2

Page:

Our Reference:



INVOICE

Tuesday, July 21, 2015

K Air

AIR CANADA

From: EDMONTON INTL AB

To: Stops: CALGARY AB

Arrival: 21Jul15 0

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 6C

Flight: 8151

V CLASS

04:00 PM Equipment: CRJ JET

04:51 PM

Mile(s) Flown: 163

Cost:

AIR CANADA WEB

Total:

130.00

130.00

130.00

0.00

Grand Total: Less Credit Card Payments: Credit / Balance Due To This Invoice:

> 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 BETWEEN 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.

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8

GST Reg#: 885101915

Branch: Agent:

To: ALBI

SUITE 800, NORTH TOWER

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

Date:

July 24, 2015

Page: 1/2

Our Reference:

INVOICE

For

MRS SALIMAH WALJI

AC WS

Monday, July 27, 2015

Air Air

AIR CANADA Flight: 8150 V CLASS From: CALGARY AB 04:00 PM Equipment: CRJ JET

To: EDMONTON INTL AB 04:49 PM Mile(s) Flown: 163

Stops: 0 Arrival: 27Jul15

Seat(s): 06D

To: ALBERTA HEALTH SERVICES

SUITE 800, NORTH TOWER

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

July 24, 2015
Page: 2/2

Our Reference:



0.00

INVOICE

Tuesday, July 28, 2015

🐝 Air

AIR CANADA

From: EDMONTON INTL AB

To: CALGARY AB

Stops: 0 Arrival: 28Jul15

Seat(s): 05C AIR CANADA E **Flight:** 8151 Q CLASS 04:00 PM **Equipment:** CRJ JET

04:51 PM Mile(s) Flown: 163

Total Balance Due:

Cost:

TKT
E-TKT EXCHANGED

219.00
37.48

Ticket Total:

256.48

Credit / Balance Due To This Invoice:

0.00

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8

GST Reg#: 885101915

Branch: Agent:

To: ALBER

SUITE 800, NORTH TOWER

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

Date:

July 29, 2015

1/2

Page:

Our Reference:

INVOICE

For

MRS SALIMAH WALJI

AC WS

Monday, August 3, 2015

🛹 Air

AIR CANADA

From: CALGARY AB

To: EDMONTON INTL AB

Stops: 0 Arrival: 03Aug15

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 5C

Flight: 8225 U CLASS 06:00 PM **Equipment:** CRJ JET

06:49 PM Mile(s) Flown: 163

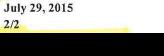


To: ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER

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

Page:

Our Reference:



INVOICE

Tuesday, August 4, 2015

K Air

AIR CANADA

From: EDMONTON INTL AB
To: CALGARY AB

Stops: 0 Arrival: 04Aug15

AIR CANADA E

AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 5C

Flight: 8151 W CLASS 04:00 PM Equipment: CRJ JET

04:51 PM Mile(s) Flown: 163

Cost:

AIR CANADA WI 354.00

Tax: 74.96

Ticket Total: 428.96

Total:

Grand Total: 428.96
Less Credit Card Payments: 428.96
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 BETWEEN 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.