

AHS Board and Executive Expense Report

Name Dr. Sandra Corbett
Title Zone Medical Director North Zone (Interim) Contractor
Location Spruce Grove
 Expenses submitted during the month of July 2018

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jul-18	Expense Claim	Meetings		39		352	391			
Jul-18	Direct Billing	Meetings	422			70	492			
Total			\$ 422	\$ 39	\$ -	\$ 422	\$ 883	\$ -	\$ -	\$ -

Total for the Month \$ 883

Maximum daily single meal expense claimed in the month \$ 13
 Maximum daily base hotel rate claimed in the month \$ -
 Non economy air travel in the month \$ -

1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

2) Professional Development

Includes conference, seminar and course registration fees and material

3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
CORBETT, SANDRA	Zone Medical Director North Zone (Interim) Contractor	Spruce Grove	\$ 390.84								
Expense Date	Business reason		Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendee	Attendee Name(s)	Trip Distance
7/3/2018	ELT and meeting with Dr. Joffe in Edmonton		Parking within Alberta	\$ 24.00				1			
7/5/2018	Local Leaders Meeting in Saddle Lake		Parking within Alberta	\$ 35.00				1			
7/5/2018	Local Leaders Meeting in Saddle Lake		Meals in Zone - Lunch per diem	\$ 13.00				1			
7/12/2018	Medical Leaders Orientation at Royal Alexandra Hospital in Edmonton		Parking within Alberta	\$ 14.25				1			
7/13/2018	Medical Leaders Orientation at Royal Alexandra Hospital in Edmonton		Meals in Zone - Lunch per diem	\$ 13.00				1			
7/16/2018	Legal Meeting at SSP		Parking within Alberta	\$ 35.00				1			
7/20/2018	Meeting in Fort McMurray with CMO, meet and greet with Physicians and open forum staff meeting		Parking within Alberta	\$ 25.00				1			
7/20/2018	Meeting in Fort McMurray with CMO, meet and greet with Physicians and open forum staff meeting		Parking within Alberta	\$ 7.50							
7/22/2018	Site visit to St Paul then meeting with the Ed Physicians		Meals in Zone - Lunch per diem	\$ 13.00				1			
7/22/2018	Site visit to St Paul then meeting with the Ed Physicians		Mileage within Alberta	\$ 211.09	Spruce Grove	St Paul and return		1			418
Approver(s) for the claim		Approval Status		Date							
BELANGER, FRANCOIS		Approve		9/14/2018							

RECEIPT

RAH Parking
Edmonton, Alberta

License Plate Number

Expiration Date/Time

08:00 AM
JUL 13, 2018

Purchase Date/Time: 08:00am Jul 12, 2018

Total Due: \$14.25 Rate: \$14.25-Daily-24 hrs
Total Paid: \$14.25 Payment Type: Card

Ticket # [REDACTED]
S/N # [REDACTED]
Setting: [REDACTED]
Mach Name: ED-RAH-105

Auth # [REDACTED]

Parking Rates are
GST Exempt
For assistance call
1-855-535-1100

RECEIPT

Impark Lot 02-256

License Plate Number

Expiration Date/Time

06:00 PM
JUL 05, 2018

Purchase Date/Time: 07:47am Jul 05, 2018

Total Parking: \$33.33
Total GST: \$1.67
Total Due: \$35.00 Rate: \$35- All Day
Total Paid: \$35.00 Payment Type: Card

Ticket # [REDACTED]
S/N # [REDACTED]
Setting: Lot 256
Mach Name: Meter 1

Visa

Auth # [REDACTED]

gst #887315638RT0006
NO IN AND OUT PRIVILEGES

RECEIPT

Impark Lot 02-256

License Plate Number

Expiration Date/Time

12:04 PM
JUL 03, 2018

Purchase Date/Time: 09:04am Jul 03, 2018

Total Parking: \$22.86
Total GST: \$1.14
Total Due: \$24.00 Rate: \$24 - 3 Hours
Total Paid: \$24.00 Payment Type: Card

Ticket # [REDACTED]
S/N # [REDACTED]
Setting: Lot 200
Mach Name: Meter 1

Visa

Auth # [REDACTED]

gst #887315638RT0006
NO IN AND OUT PRIVILEGES

RECEIPT

License Plate Number



Expiration Date/Time

**10:43 AM
JUL 21, 2018**

Purchase Date/Time: 10:43am Jul 20, 2018
Total Due: \$7.50 Rate: \$7.50-Daily-24hrs
Total Paid: \$7.50 Payment Type: Card
Ticket # [REDACTED]
S/N # [REDACTED]
Setting: NLRH
Mach Name: NO-NLRH-003

Visa

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

P3 South E 20/07/18 17:31
Receipt [REDACTED]

Short-term parking tkt
DL - No. 002566
20/07/18 07:51
20/07/18 17:31
Period 1d0h0'
(Tax) \$25.00

Total \$25.00

Payment Received
VISA \$25.00



Type: Swiped

Sub Total \$23.81
Tax 5% \$1.19

1/1 - 66663018

RECEIPT

Impark Lot 02-256

License Plate Number



Expiration Date/Time

**06:00 PM
JUL 16, 2018**

Purchase Date/Time: 01:15pm Jul 16, 2018
Total Parking: \$33.33
Total GST: \$1.67
Total Due: \$35.00 Rate: \$35- All Day
Total Paid: \$35.00 Payment Type: Card
Ticket # [REDACTED]
S/N # [REDACTED]
Setting: Lot 256
Mach Name: Meter 1

Visa

Auth # [REDACTED]

gst #887315638RT0006
NO IN AND OUT PRIVILEGES

ING RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT

Expense Report Direct Bill Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for Public Disclosure reporting.

Expenses Paid Directly to Third Party Vendors:

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

Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund.

It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

Direct Bill Report

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

Name :	Sandra Corbett	Reporting Period for the Month of :	Jul-18
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
20-Jul-2018	Direct Billing	Airline Ticket	Meeting with CMO in Fort McMurray - Flight from Edmonton to Fort McMurray July 20, 2018 and return same day	Vision Travel	\$422.66
20-Jul-2018	Direct Billing	Car Rental	Meeting with CMO in Fort McMurray - Car Rental in Fort McMurray on July 20, 2018 and return same day	Vision Travel	\$69.83
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 492.49



A DIRECT TRAVEL® COMPANY

Invoice

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

Trip #: [REDACTED]
Booking Date: 13 JUL 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: DR SANDRA CORBETT

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER		TOTAL
				TAXES	PENALTY	
WESTJET Ticket # [REDACTED]	180.42	0.00	\$0.00	59.48	0.00	239.90 CAD
AIR CANADA Tick [REDACTED]	145.28	0.00	\$0.00	37.48	0.00	182.76 CAD
Total:	325.70	0.00	0.00	96.96	0.00	422.66 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/13/2018		[REDACTED]	239.90 CAD
		07/13/2018		[REDACTED]	182.76 CAD
Total Payment:					422.66 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL SITE VISITS

***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** PLEASE REVIEW YOUR ITINERARY FOR ACCURACY***
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
-----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----
-----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----

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

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

Trip #: [REDACTED]
Booking Date: 13 Jul 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers
SANDRA CORBETT

Citizenship
Not Specified

Required Travel Documents
Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: SANDRA CORBETT

Booking Date: 13 Jul 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03362	FT. MCMURRAY		EDMONTON INTL	M/	
		20 Jul 18 4:10PM		20 Jul 18 5:15PM		

Passengers: SANDRA CORBETT

Booking Date: 13 Jul 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08382	EDMONTON INTL		FT. MCMURRAY	L/	
		20 Jul 18 9:00AM		20 Jul 18 10:12AM		
WESTJET	03362	FT. MCMURRAY		EDMONTON INTL	M/	
		20 Jul 18 4:10PM		20 Jul 18 5:15PM		

GOVERNMENT CENTRE

MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8

Tel: 780 425 8611



Federal GST# : 889365821

Consolidated Inv. #
Rental Agreement #
Bill Ref #
Invoice Date

23-Jul-2018

Bill To Information

ALBERTA HEALTH SERVICES
PO BOX 1600
EDMONTON, AB - T5T2N9
CANADA

Rental Information

Reservation Number [REDACTED]
Driver : CORBETT, SANDRA
Pickup Date/Time : 07/20/2018 10:15
Return Date/Time : 07/20/2018 15:27
Miles/kms : 30
Car Class : ICAR Requested Class : ICAR

Vehicle Information

Yr/Make/Model	Unit #	License No	Beg/End/Distance
2018/CHEVROLET ZOLTAR			25845/25875/30
VIN	[REDACTED]		

Rental Branch

FORT MCMURRAY AIRP-ODY
100 SNOWBIRD WAY
FORT MCMURRAY, AB - T9H0G3

Return Branch

FORT MCMURRAY AIRP-ODY
100 SNOWBIRD WAY
FORT MCMURRAY, AB-T9H0G3

Charge Detail

Description	Qty	Period	Rate	Amount
TIME & DISTANCE	1	DAY	52.00	52.00
Sub Total				52.00
CUSTOMER FACILITY CHARGE 8/DAY	1	DAY	8.00	8.00
CONCESSION FEE RECOVERY 16.28 PCT		PERCENT	16.28	8.66
VLF REC 1.17/DAY	1	DAY	1.17	1.17
Total Charges (CAD)				69.83

Additional Information

Ext Bill Ref # 1	101.0013.71110106000	COST CENTER#	101.0013.71110106000
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Remit Payment in CAD to

ENTERPRISE RENT A CAR CANADA COMP.
709 MILNER AVE
SCARBOROUGH, ON M1B6B6

For Billing Inquiries

Tel#: 8773121084
AskARCanada@ehi.com

Payment Terms

Payment Due Within 30 days of invoice date.
Late payments are subject to finance charge.

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.