

AHS Board and Executive Expense Report

Name Todd Gilchrist
Title Vice President People
Location Edmonton

Expenses submitted during the month of October 2019

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)
Oct-19	Expense Claim	Meetings		322	1,215	671	2,208			
Oct-19	Direct Billing	Meetings	1,814				1,814			
Total			\$ 1,814	\$ 322	\$ 1,215	\$ 671	\$ 4,022	\$ -	\$ -	\$ -

Total for the Month \$ 4,022

Maximum daily single meal expense claimed in the month \$ 24
Maximum daily base hotel rate claimed in the month \$ 154
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								
GILCHRIST, TODD	VP, People	Edmonton	\$ 1,160.67								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/7/2019	Mileage from residence to Red Deer - Presentation - Todd Talks Live in Red Deer - Central Zone Team		Mileage-Local-Home Zone	\$ 157.56	Residence	Red Deer, AB		1			312
10/7/2019	Parking - Presentation - Todd Talks Live in Red Deer - Central Zone Team	AB - Other Zones	Parking - Lot or Parkade	\$ 8.50				1			
10/7/2019	Meals - Presentation - Todd Talks Live in Red Deer - Central Zone Team	AB - Other Zones	Meals Per Diem	\$ 13.00				1			
10/9/2019	Mileage from residence to EIA - Attending team presentations, WHS meeting, BAS meeting in Southport Tower		Mileage-Local-Home Zone	\$ 20.71	Residence	Edmonton International Airport		1			41
10/9/2019	Taxi from Calgary Airport to Hotel - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Taxi	\$ 42.90	Calgary Airport	Delta Calgary South Hotel		1			
10/9/2019	Meals - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
10/10/2019	Meals - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Meals Per Diem	\$ 47.50				1			
10/11/2019	Meals - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Meals Per Diem	\$ 23.50				1			
10/11/2019	Accommodations in Calgary - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Accommodations	\$ 342.88				2			
10/11/2019	Taxi from Hotel to Calgary Airport - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Other Zones	Taxi	\$ 53.17	Southport Tower	Calgary Airport		1			
10/11/2019	Parking at Edmonton Airport - Attending team presentations, WHS meeting, BAS meeting in Southport Tower	AB - Local	Parking - Lot or Parkade	\$ 50.00				1			
10/11/2019	Mileage from EIA to residence - Attending team presentations, WHS meeting, BAS meeting in Southport Tower		Mileage-Local-Home Zone	\$ 20.71	Edmonton International Airport	Residence		1			41

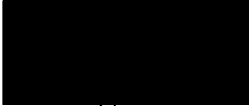
AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GILCHRIST, TODD	VP, People	Edmonton	\$ 1,160.67								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/15/2019	Mileage from residence to EIA - Travel to Grande Prairie for Todd Talks Live Presentation		Mileage-Local-Home Zone	\$ 20.71	Residence	EIA		1			41
10/15/2019	Accommodations in Calgary - Stop in Calgary before travel to Grande Prairie for Todd Talks Live Presentation	AB - Other Zones	Accommodations	\$ 218.92			Traveled through Calgary as direct flights to Grande Prairie were not available - no taxi expenses by staying near airport	1			
10/16/2019	Taxi from GP Airport to Provincial Building - Travel to Grande Prairie for Todd Talks Live Presentation	AB - North Zone	Taxi	\$ 23.36	GP Airport	Provincial Building		1			
10/16/2019	Meals - Travel to Grande Prairie for Todd Talks Live Presentation	AB - North Zone	Meals Per Diem	\$ 23.50				1			
10/16/2019	Taxi from Provincial Building to GP Airport - Travel to Grande Prairie for Todd Talks Live Presentation	AB - North Zone	Taxi	\$ 24.04	Provincial Building	GP Airport		1			
10/16/2019	Parking at Edmonton Airport - Travel to Grande Prairie for Todd Talks Live Presentation	AB - Local	Parking - Lot or Parkade	\$ 25.00				1			
10/16/2019	Mileage from EIA to residence - Travel to Grande Prairie for Todd Talks Live Presentation		Mileage-Local-Home Zone	\$ 20.71	EIA	Residence		1			41
Approver(s) for the claim		Approval Status		Approval Date							
YIU, VERNA		Approve		21-Oct-19							

RECEIPT

RED DEER
REGIONAL HOSPITAL
PARKING

License Plate Number



Expiration Date/Time

08:45 AM
OCT 08, 2019

Purchase Date/Time: 08:46am Oct 07, 2019
Total Due: \$8.50 Rat: PAY PER 24HRS-\$8.50
Total Paid: \$8.50 Pmt Type: CC (Swipe)
Ticket # [Redacted]
S/N [Redacted]
Setting: Red Deer Wireless
Mach Name: CE-RDRH-016

[Redacted] MasterCard Auth # [Redacted]

THANK YOU
DRIVE SAFELY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 11/10/19 16:24
Receipt [Redacted]

Short-term parking tkt
HL - No. 002791
09/10/19 20:14
11/10/19 16:24
Period 1d20h11'
(Tax) \$50.00

Total \$50.00

Payment Received [Redacted] \$50.00

Type: Swiped

Sub Total \$47.62
Tax 5% \$2.38

88510366 - 1/1

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 15/10/19 16:17
Receipt [Redacted]

Short-term parking tkt
HL - No. 002666
15/10/19 19:28
16/10/19 16:17
Period 0d20h50'
(Tax) \$25.00

Total \$25.00

Payment Received [Redacted] \$25.00

Type: Swiped

Sub Total \$23.81
Tax 5% \$1.19

81478664 - 1/1

GP CABS
10001 101 AVE
GRANDE PRAIRIE, AB. T8V
780-614-6800

SALE

Batch #: [Redacted] REF#: [Redacted]
10/16/19 06:59:52
APPR CODE [Redacted]
Trace: [Redacted]
MASTERCARD Chip

AMOUNT \$19.80
TIP \$3.56
TOTAL \$23.36

APPROVED ✓

MASTERCARD
[Redacted]

THANK YOU / MERCI

CUSTOMER COPY

PRAIRIE CABS
11315 96 AVE
GRANDE PRAIRIE, AB. T8V
780-532-1060

SALE

Batch #: [Redacted] REF#: [Redacted]
10/16/19 10:11:23
APPR CODE [Redacted]
Trace: [Redacted]
MASTERCARD Chip

AMOUNT \$20.90
TIP \$3.14
TOTAL \$24.04

APPROVED ✓

VERIFIED BY PIN

MASTERCARD
[Redacted]

THANK YOU / MERCI

MERCHANT COPY

CARDHOLDER ACKNOWLEDGES RECEIPT OF GOODS
AND/OR SERVICES IN THE AMOUNT OF THE
TOTAL SHOWN HEREON

From: Todd Gilchrist
Sent: Wednesday, October 09, 2019 10:34 PM
To:
Subject: Fwd: Thanks for tipping! We've updated your Wednesday evening trip receipt

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.



Todd Gilchrist MBA, ICD.D, CEC, CPHR, CRSP

From: Uber Receipts <uber.canada@uber.com>
Sent: Wednesday, October 9, 2019 10:25:17 PM
To: toddgilchrist
Subject: Thanks for tipping! We've updated your Wednesday evening trip receipt



Total CA\$42.90

Trip Fare CA\$32.08

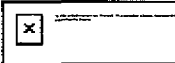


Subtotal	CA\$32.08
TNC fee recovery surcharge 	CA\$0.45
Airport Recovery Surcharge 	CA\$4.50
GST	CA\$1.78
Promotions	-CA\$1.50
Tip	CA\$5.59

Amount Charged

 	CA\$37.31
 	CA\$5.59

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Ismail

  4.87  Rating

Ismail is known for:
Excellent Service


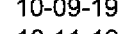
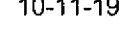



DELTA

CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
 Telephone: 403-278-5050 Fax: 403-225-5834

Ab Health Services
 Richard Gilchrist

Room: 
 Folio: 
 Cashier: 
 Arrival: 10-09-19
 Departure: 10-11-19

Date	Description	Additional Information	Charges	Credits
10-09-19	Room Charge		154.00	
10-09-19	DMF		4.02	
10-09-19	Tourism Levy		5.52	
10-09-19	Rooms - GST		7.90	
10-10-19	Room Charge		154.00	
10-10-19	DMF		4.02	
10-10-19	Tourism Levy		5.52	
10-10-19	Rooms - GST		7.90	
10-11-19	Master Card			342.88

GST Summary	
Registration No:	895126332
Room	15.80
F&B	0.00
Other	19.08
Total	34.88

Total	342.88	342.88
Balance Due	0.00	CDN

Guest Signature: _____

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

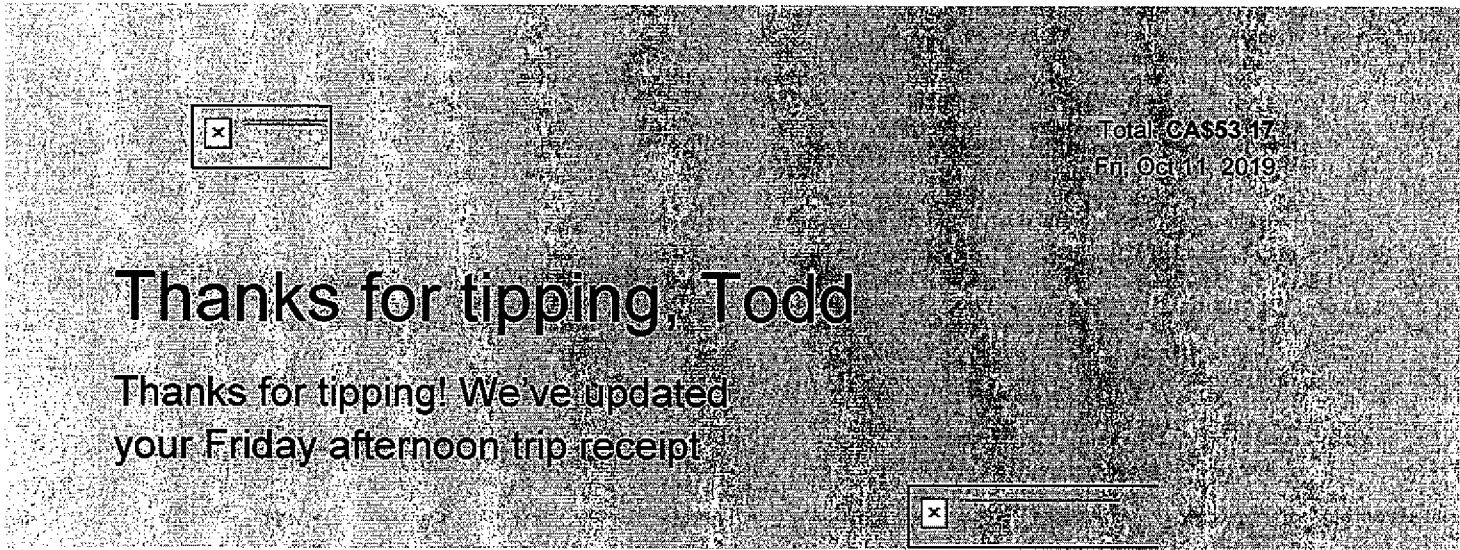
From: Todd Gilchrist [REDACTED]
Sent: Friday, October 11, 2019 3:01 PM
To: [REDACTED]
Subject: Fwd: Thanks for tipping! We've updated your Friday afternoon trip receipt

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

I would like to out in an expense acct next week.

Todd Gilchrist MBA, ICD.D, CEC, CPHR, CRSP
[REDACTED]

From: Uber Receipts <uber.canada@uber.com>
Sent: Friday, October 11, 2019 2:48:20 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Friday afternoon trip receipt

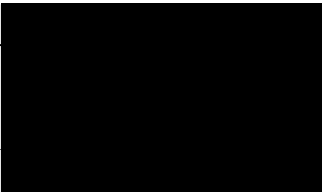


Total **CA\$53.17**

Trip Fare **CA\$35.84**

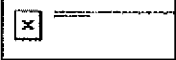
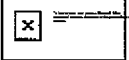

Subtotal	CA\$35.84
Airport Recovery Surcharge 	CA\$2.75
TNC fee recovery surcharge 	CA\$0.45
GST	CA\$2.20
Tolls, Surcharges, and Fees 	CA\$5.00
Tip	CA\$6.93

Amount Charged

 	CA\$46.24
 	CA\$6.93

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Frederick

  4.92  Rating

Frederick is known for:
Excellent Service

TNDL License Number: 



**MARRIOTT
CALGARY AIRPORT
IN-TERMINAL HOTEL**

Calgary Airport Marriott In-Terminal Hotel
2008 Airport Road NE Calgary, Alberta, Canada T2E 3B9
Telephone: (403) 717-0522 Fax: (587) 232-0600

Xxx
Richard Gilchrist

Room: [REDACTED]
Folio: [REDACTED]
Cashier: [REDACTED]
Arrival: 10-15-19
Departure: 10-16-19

Date	Description	Additional Information	Charges	Credits
10-15-19	Room Charge		195.00	
10-15-19	Rooms Destination Market Fee		5.85	
10-15-19	Rooms Tourism Levy		8.03	
10-15-19	Room GST		10.04	
10-16-19	Master Card	[REDACTED]		218.92

GST Summary	
Reg No: 741907497 RT0001	
Room	10.04
F&B	0.00
Other	0.00
Total	10.04

Total	218.92	218.92
Balance Due	0.00	CDN

Guest Signature: _____

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

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,147.19									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
10/20/2019	Travel to Calgary to work at SPT - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.		Mileage-Local-Home Zone	\$ 21.16	Residence	Edmonton International Airport		1			41.9	
10/20/2019	Travel from Airport - Hotel - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Taxi	\$ 53.67	Calgary Airport	Delta Calgary South		1				
10/20/2019	Vehicle parking at Edmonton International Airport - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation. Oct 20 to 24th	AB - Other Zones	Parking - Lot or Parkade	\$ 100.00				4				
10/20/2019	Accommodations from Oct 20 to 22nd while attending meetings at South Port Tower - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Accommodations	\$ 514.32				3				
10/20/2019	Travel to Calgary and Lethbridge to attending meetings - Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Meals Per Diem	\$ 24.00				1				
10/21/2019	Travel to Calgary and Lethbridge to attending meetings - Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
10/22/2019	Travel to Calgary and Lethbridge to attending meetings - Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
10/23/2019	Travel to Calgary and Lethbridge to attending meetings - Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
10/24/2019	Travel to Calgary and Lethbridge to attending meetings - Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Meals Per Diem	\$ 23.50				1				
10/23/2019	Travel to YYC Airport - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Taxi	\$ 55.05	Southport Tower - Calgary	Calgary Airport		1				

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,147.19								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/23/2019	Attending Todd Talks live team presentation - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Taxi	\$ 29.31	Lethbridge Airport	Fairfield Hotel - Lethbridge		1			
10/23/2019	Attending team presentation - LethbridgeTravel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.	AB - Other Zones	Accommodations	\$ 138.98				1			
10/24/2019	Attending Todd Talks Live team presentation- South Zone team presentation in Lethbridge.	AB - Other Zones	Taxi	\$ 23.54	Fairfield Hotel - Lethbridge	Melcor Centre - Lethbridge		1			
10/24/2019	Travel from airport to home - Travel to Calgary to participate in Accreditation, HRBP, HRSS, BAS, ECO meetings and to Lethbridge for Todd Talks Live presentation.		Mileage-Local-Home Zone	\$ 21.16	Edmonton International Aiport	Residence		1			41.9
Approver(s) for the claim		Approval Status		Approval Date							
YIU, VERNA		Approve		30-Oct-19							

From: Todd Gilchrist
To: [REDACTED]
Subject: Fwd: Thanks for tipping! We've updated your Sunday afternoon trip receipt
Date: Sunday, October 20, 2019 5:33:15 PM
Attachments: map_ec7e9e96-7f62-47ab-9579-5ca4c789f4d9
map_ec7e9e96-7f62-47ab-9579-5ca4c789f4d9_wide

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Todd Gilchrist MBA, JCD, D, CBC, CPHR, CRSP
[REDACTED]

From: Uber Receipts <uber.canada@uber.com>
Sent: Sunday, October 20, 2019 5:20:14 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Sunday afternoon trip receipt

Total: CA\$53.67
Sun, Oct 20, 2019

Thanks for tipping, Todd

Thanks for tipping! We've updated
your Sunday afternoon trip receipt

Total **CA\$53.67**

Trip Fare	CA\$34.50
Subtotal	CA\$34.50
TNC fee recovery surcharge <input type="checkbox"/>	CA\$0.45
Airport Recovery Surcharge <input type="checkbox"/>	CA\$4.50
GST	CA\$2.22




Tolls, Surcharges, and Fees <input type="checkbox"/>	CA\$5.00
Tip	CA\$7.00

Amount Charged

  Switch	CA\$46.67
  Switch	CA\$7.00


[Visit the trip page](#) for more information, including invoices (where available)

You rode with Subhendu


   **4.94** Rating


Subhendu is known for:
Excellent Service

TNDL License Number: None

 Every rideshare trip in Calgary is insured for a covered auto accident by Intact. [Learn more.](#)

UberX 28.50 km | 24 min

 04:54pm
2000 Airport Rd NE, Calgary,
AB T2E 6W5, Canada

 05:19pm

BLACK DIAMOND TAXI LTD
www.lethbridgecabs.ca
LETHBRIDGE, AB. T1H 5K4
403-381-4444

SALE

Server #:



REF#:



Batch #:



10/24/19

07:01:31

APPR CODE:



Trace:



MASTERCARD

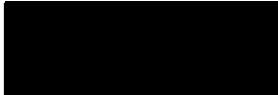
Chip



AMOUNT \$20.54
TIP \$3.00
TOTAL \$23.54

APPROVED

MASTERCARD



THANK YOU / MERCI

CUSTOMER COPY

BLACK DIAMOND TAXI LTD
www.lethbridgecabs.ca
LETHBRIDGE, AB. T1H 5K4
403-381-4444

SALE

Server #:



REF#:



Batch #:



10/23/19

19:49:36

APPR CODE:



Trace:



MASTERCARD

Proximity



AMOUNT \$25.81
TIP \$3.50
TOTAL \$29.31

APPROVED

THANK YOU / MERCI

CUSTOMER COPY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 24/10/19 14:13
Receipt

Short-term parking tkt
HL - No. 002664
20/10/19 14:41
24/10/19 14:13
Period 3d23h33'
(Tax) \$100.00

Total \$100.00

Payment Received
MC \$100.00



Type: Swiped

Sub Total \$95.24
Tax 5% \$4.76


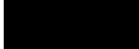
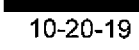
87818CC3 - 1/1




DELTA
CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834

Ab Health Services
Richard Gilchrist

Room: 
Folio: 
Cashier: 
Arrival: 10-20-19
Departure: 10-23-19

Date	Description	Additional Information	Charges	Credits
10-20-19	Room Charge		154.00	
10-20-19	DMF		4.02	
10-20-19	Tourism Levy		5.52	
10-20-19	Rooms - GST		7.90	
10-21-19	Room Charge		154.00	
10-21-19	DMF		4.02	
10-21-19	Tourism Levy		5.52	
10-21-19	Rooms - GST		7.90	
10-22-19	Room Charge		154.00	
10-22-19	DMF		4.02	
10-22-19	Tourism Levy		5.52	
10-22-19	Rooms - GST		7.90	
10-23-19	Master Card			514.32
GST Summary			Total	514.32
Registration No: 895126332			Balance Due	0.00 CDN
Room	23.70			
F&B	0.00			
Other	28.62			
Total	52.32			

Guest Signature: _____

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

From: Todd Gilchrist [REDACTED]
Sent: Wednesday, October 23, 2019 4:38 PM
To: [REDACTED]
Subject: Fwd: Thanks for tipping! We've updated your Wednesday afternoon trip receipt

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

Todd Gilchrist MBA, ICD.D, CEC, CPHR, CRSP
[REDACTED]

From: Uber Receipts <uber.canada@uber.com>
Sent: Wednesday, October 23, 2019 4:34:12 PM
To: [REDACTED]
Subject: Thanks for tipping! We've updated your Wednesday afternoon trip receipt




Total

CA\$55.05

Trip Fare

CA\$37.39

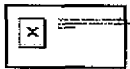
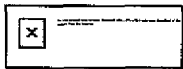
Subtotal	CA\$37.39
Airport Recovery Surcharge 	CA\$2.75
TNC fee recovery surcharge 	CA\$0.45
GST	CA\$2.28
Tolls, Surcharges, and Fees 	CA\$5.00
Tip	CA\$7.18

Amount Charged

  Switch	CA\$47.87
  Switch	CA\$7.18

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Sandeep Singh



Has passed Uber Multi-Step Safety Screen

4.71  Rating



Fairfield by Marriott® Lethbridge

4081 2nd Avenue South, Lethbridge Alberta T1j1z2 P 587.425.0388

Fairfield.Marriott.com

Richard Gilchrist

Room [REDACTED]

Room Type: KING

Number of Guests: 1

Rate: \$125.00

Clerk [REDACTED]

Arrive: 23Oct19

Time: 08:50PM

Depart: 24Oct19

Time: 07:50AM

Folio Number [REDACTED]

DATE	DESCRIPTION	CHARGES	CREDITS
23Oct19	Advance Deposit		138.98
23Oct19	Room Charge	125.00	
23Oct19	Convention and Tourism Tax	5.00	
23Oct19	Dmf	2.73	
23Oct19	Gst	6.25	
		BALANCE:	0.00

Marriott Bonvoy Account # [REDACTED] Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

Gst # 84276 6644

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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 : Todd Gilchrist	Reporting Period for the Month of : Oct-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
11-Sep-2019	Direct Billing	Airline Ticket	Attending meetings in Calgary at Southport Tower with WHS, Legal and Privacy, BAS, HRBP and HRSS - Edmonton to Calgary on Sep 22 and return on Sep 26, 2019	Vision Travel	\$422.94
4-Oct-2019	Direct Billing	Airline Ticket	Attending team presentation, WHS 4-Oct-2019 meetings and BAS meetings in Calgary- Edmonton to Calgary on Oct 9 and return on Oct 11, 2019	Vision Travel	\$535.22
9-Oct-2019	Direct Billing	Airline Ticket	Attending team presentation in Grande Prairie, WHS meetings, HRBP meetings and BAS meetings in Calgary - Edmonton to Calgary on Oct 15, 2019 then to Grande Prairie on Oct 16 and return to Calgary on Oct 16, 2019, then back to Edmonton later that day. Rationale: Basically 2 flights; one to Calgary and one to Grande Prairie	Vision Travel	\$856.22
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 1,814.38



Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

E-Ticket Receipt

Ticket Number: [REDACTED]
Invoice: [REDACTED]
Sales Person: [REDACTED]

Issuing Airline: WS
Agency Ref.: [REDACTED]
IATA Number: [REDACTED]

Issued: 11Sep19
Customer Number: [REDACTED]
Customer Ref.: N/A

Passenger(s): GILCHRIST/RICHAR

AIR - Sunday, September 22 2019	
WestJet Flight WS3140 Economy Class - Seat 05B (Non smoking, Aisle, Chargeable) Confirmed	
Depart	Arrive
Edmonton, Alberta Edmonton International Airport 06:00 PM Sunday, September 22 2019	Calgary, Alberta Calgary International Airport 06:57 PM Sunday, September 22 2019
Duration:	0 hour(s) and 57 minute(s) Non-stop
Status:	Confirmed - WestJet Booking Reference: [REDACTED]
Operated By:	WESTJET ENCORE
FF Number:	[REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In:	Available 24 hours prior
Baggage Allowance:	0 Piece(s)
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis:	SAND0ELG
Not Valid Before:	22Sep
Not Valid After:	22Sep

AIR - Thursday, September 26 2019	
WestJet Flight WS3135 Economy Class - Seat 05B (Non smoking, Aisle, Chargeable) Confirmed	
Depart	Arrive
Calgary, Alberta Calgary International Airport 01:15 PM Thursday, September 26 2019	Edmonton, Alberta Edmonton International Airport 02:08 PM Thursday, September 26 2019
Duration:	0 hour(s) and 53 minute(s) Non-stop
Status:	Confirmed - WestJet Booking Reference: [REDACTED]
Operated By:	WESTJET ENCORE
FF Number:	[REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In:	Available 24 hours prior
Baggage Allowance:	0 Piece(s)
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis:	XAQD0ELG
Not Valid Before:	26Sep
Not Valid After:	26Sep

Fare

Form of payment:	Credit Card [REDACTED]
Endorsements / restrictions:	NONE
Fare calculation:	
Fare:	CAD 422.94
Equivalent amount paid:	

Positive identification required for airport check in**Notice:**

Transportation and other services provided by the carrier are subject to conditions of contract and other important notices. Please ensure that you have received these notices, and if not, contact the travel agent or issuing carrier to obtain a copy prior to the commencement of your trip.

If the passenger journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable. This convention governs and on most cases limits the liability of carriers for death or personal injury and in respect of loss of, or damage to baggage.

Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 09October19 - Vision Travel Locator: MMSNQF
Date: Monday, December 09, 2019 11:14:57 AM

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 04 October 2019

Agency Ref.: [REDACTED]
Sales Person:

Customer Number: [REDACTED]
Customer Ref.:

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): GILCHRIST/RICHARD TODD MR

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

WS : www.westjet.com/canadian-passenger-rights

AIR - Wednesday, October 9 2019 Add To Calendar

WestJet Flight WS3288 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed	
Depart	Edmonton, Alberta Weather Edmonton International Airport 09:00 PM Wednesday, October 9 2019
Arrive	Calgary, Alberta Weather Calgary International Airport 09:57 PM Wednesday, October 9 2019
Duration:	0 hour(s) and 57 minute(s) Non-stop
Status:	Confirmed - WestJet Booking Reference: [REDACTED]
Operated By:	WESTJET ENCORE
FF Number:	[REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In:	Available 24 hours prior - click here
Baggage Allowance:	0 Piece(s)
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE

AIR - Friday, October 11 2019

[Add To Calendar](#)

WestJet Flight WS3145 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed

Depart Calgary, Alberta [Weather](#) **Arrive** Edmonton, Alberta [Weather](#)
Calgary International Airport Edmonton International Airport
04:15 PM Friday, October 11 2019 05:08 PM Friday, October 11 2019

Duration: 0 hour(s) and 53 minute(s) Non-stop

Status: Confirmed - WestJet Booking Reference: [REDACTED]

Operated By: WESTJET ENCORE

FF Number: [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in

Online Check In: Available 24 hours prior - [click here](#)

Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
WestJet	[REDACTED]	417.36	98.96	0.00	0.00	516.32
					Billed to: [REDACTED]	
Vendor WS	[REDACTED]	18.90	0.00	0.00	0.00	18.90
WESTJET					Billed to: [REDACTED]	
	Totals:	436.26	98.96	0.00	0.00	535.22
					Total Credit Card Billing:	535.22
					Balance Due:	0.00

Remarks

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

24 HOUR EMERGENCY TRAVEL ASSISTANCE
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE
WITHIN NORTH AMERICA - CALL 1-888-700-6063
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA
PLEASE QUOTE ACCESS CODE 2EC0

RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES
PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE
AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES
PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.
PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED



Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

E-Ticket Receipt

Ticket Number: [REDACTED]
Invoice: [REDACTED]
Sales Person

Issuing Airline: WS
Agency Ref.: [REDACTED]
IATA Number: [REDACTED]

Issued: 09Oct19
Customer Number: [REDACTED]
Customer Ref.: N/A

Passenger(s): GILCHRIST/RICHAR

AIR - Tuesday, October 15 2019

WestJet Flight WS3288 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed

Depart	Edmonton, Alberta Edmonton International Airport 09:05 PM Tuesday, October 15 2019	Arrive	Calgary, Alberta Calgary International Airport 10:02 PM Tuesday, October 15 2019
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Duration: 0 hour(s) and 57 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)
Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: QA5F5EHS
Not Valid Before: 15Oct
Not Valid After: 15Oct

AIR - Wednesday, October 16 2019

WestJet Flight WS3187 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed

Depart	Calgary, Alberta Calgary International Airport 06:00 AM Wednesday, October 16 2019	Arrive	Grande Prairie, Alberta Grande Prairie Municipal Airport 07:29 AM Wednesday, October 16 2019
---------------	--	---------------	--

Duration: 1 hour(s) and 29 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)
Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: QA5F5ELS
Not Valid Before: 16Oct
Not Valid After: 16Oct

AIR - Wednesday, October 16 2019**WestJet Flight WS3188 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed**

Depart	Grande Prairie, Alberta Grande Prairie Municipal Airport 12:20 PM Wednesday, October 16 2019	Arrive	Calgary, Alberta Calgary International Airport 01:44 PM Wednesday, October 16 2019
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Duration: 1 hour(s) and 24 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: QA5F5ELS
Not Valid Before: 16Oct
Not Valid After: 16Oct

AIR - Wednesday, October 16 2019**WestJet Flight WS3225 Economy Class - Seat 09B (Non smoking, Aisle, Chargeable) Confirmed**

Depart	Calgary, Alberta Calgary International Airport 03:15 PM Wednesday, October 16 2019	Arrive	Edmonton, Alberta Edmonton International Airport 04:08 PM Wednesday, October 16 2019
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Duration: 0 hour(s) and 53 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: QA5F5ELS
Not Valid Before: 16Oct
Not Valid After: 16Oct

Fare

Form of payment: Credit Card CA [REDACTED]
Endorsements / restrictions: NONE
Fare calculation:
Fare: CAD 856.22
Equivalent amount paid:

Positive identification required for airport check in**Notice:**

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