

Official Administrator and Executive Expense Report

Name Colleen Turner
Title VP, Community Engagement & Communications (acting)
Location Calgary
 Expenses submitted during the month of February 2014

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Feb-14	P-Card	Meetings	553				553			227
Feb-14	Expense Claim	Meetings		122	149	216	487			
Total			\$ 553	\$ 122	\$ 149	\$ 216	\$ 1,040	\$ -	\$ -	\$ 227

Total for the Month \$ 1,267

Maximum daily meal expense claimed in the month \$ 21
 Maximum daily hotel rate claimed in the month \$ 139
 Non economy air travel in the month \$ -

1) Travel expenses

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

2) Professional Development

Includes conference, seminar and course registration fees and material

3) Hosting and Hospitality expenses

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

4) Other

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

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

Instruction:

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

TURNER, COLLEEN	VICE PRESIDENT,	Billing Reporting Period: 20/02/2014
Cardholder's Name	Cardholder's Position/Title	
COMMUNICATIONS	SOUTHPORT TOWER	Total Statement Amount: \$780.43
Cardholder's Dept	Cardholder's Site/Location	
COLLEEN.TURNER@ALBERTAHEALTHSERVICES.CA		Last 6 digits of the P-Card #: [REDACTED]
Cardholder's e-mail address		

Statement of Transactions

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
22/01/2014	340832048	AIR CAN 0142130170256, AIR CANADA	226.93	CAD	✓ 226.93	.00	.00	January 31, 2014 - Flight to Edmonton - Engagement Framework Meeting ①
22/01/2014	340832049	AIR CAN 0142130173933, AIR CANADA	221.65	CAD	✓ 221.65	.00	.00	January 31 Return flight to Calgary - Engagement Framework Meeting ②
23/01/2014	341114550	AIR CAN 0142130207618, AIR CANADA	105.00	CAD	✓ 105.00	.00	.00	Change fee charge to reschedule flight booked for January 7, 2014 - ELT meeting in Edmonton ③
27/01/2014	341114549	AIR CAN 0142130207618, AIR CANADA	-105.00	CAD	✓ -105.00	.00	.00	Change fee credit - January 7 flight for ELT in Edmonton cancelled for weather on Jan 27 change fee - AC ④
05/02/2014	342093302	JOBTARGET LLC, EMPLOYMENT AGENCIES, TEMPORARY HELP SERVICES	199.00	USD	✓ 226.82	.00	.00	Job Posting for Director, Internal Communications ⑤
08/02/2014	342559510	AIR CAN 0142130762767, AIR CANADA	105.00	CAD	✓ 105.00	.00	.00	Change fee - to rebook cancelled flight (Jan 27) ⑥

Name of Cardholder Designate

Cardholder Designate Position/Title

Signature of Cardholder Designate

Date of Signature

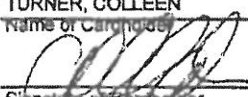
Cardholder

By signing this statement

- I attest that I have read and understand the "Travel, 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.

TURNER, COLLEEN

Name of Cardholder


Signature of Cardholder

VICE PRESIDENT,

Cardholder Position/Title


April 30, 2014
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 cheque 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.

Susan Best
Name of Approver Designate


Signature of Approver Designate

Executive Assistant
Approver Designate Position/Title

May 1, 2014
Date of Signature

Approver

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 cheque 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.

Deborah Rhodes
Name of Approver


Signature of Approver

Acting VP Corp Services & CFO
Approver Position/Title

May 5/14
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) And where applicable:
- Copies of pre-approvals for travel
- Personal cheque payable to "Alberta Health Services"
- Return, refund and/or credit receipts
- Disputes letter
- Business reasons for travel require detailed descriptions – include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason.

Address:

Alberta Health Services
Accounts Payable
7th Street Plaza
10th Floor, North Tower, 10030-107 Street
Edmonton, AB T5J 3E4

Accounts Payable only:

Reference #:

Reviewed by:

Date:

Altus

RUN DATE: 04/30/2014

Proprietary and Confidential
Powered by BMO Spend & Payment Solutions

PAGE NO: 2

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



*Community Engagement Framework
Development Mtg - Edmonton
Trip cancelled to attend mtg
w Dr. Cowell
CREDIT*

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:
Ms Colleen A Turner
colleen.turner@athabascahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Fri 31-Jan 2014 06:00	Edmonton, Edmonton Int'l (YEG) Fri 31-Jan 2014 06:59	0	0hr59	DH3	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Colleen A Turner : Adult (16+), Ticket Number: [REDACTED]

Air Canada - Aeroplan : [REDACTED]

Payment Card: [REDACTED]

Seat Selection: AC8170 5C

Meal Preference: **None**

Special Needs: **None**

Purchase Summary

Fare Summary

Total charge for 1 adult

Air Transportation Charges

Departing Flight (Flex)
(including surcharges) **179.00**

Options **0.00**

Taxes, Fees and Charges **47.93**

Total Airfare Charge **226.93**

Travel Insurance (declined) **0.00**

Grand Total - Canadian dollars \$226.93

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$226.93**

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

- Air Canada: \$226.93 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

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

• Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- Same-day standby** is available only to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

• Cancellations:

- Tickets are non-refundable and non-transferable.

- **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
 - **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
 - Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
 - Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
 - Read complete fare rules applicable to this fare.
-

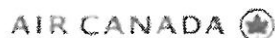


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Enter our contest where everyone's a winner

Offsetting your flight before February 28, 2014 could take you a long way!
[Learn more](#)

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Booking Cancellation

You have successfully cancelled your flight reservation. Visit [aircanada.com](#) again for more travel deals and great savings.

Retain any balance for use as a future travel credit

- **NO REFUND WILL BE ISSUED beyond 24 hours of purchase*.**
- Please print this page for future reference and keep your booking reference number. You will need to contact Air Canada Reservations to use an outstanding travel credit toward the purchase of a new ticket. (Fares available online are not necessarily available through Air Canada Reservations.)
- The value of one unused ticket can be applied to the value of one new ticket provided **outbound travel commences** within one year of original ticket issuance.
- Non transferable: the original booking passenger(s) must use their respective amount(s).
- Any amount remaining unused after booking a new flight is forfeited.
- Non refundable travel options, such as assigned seat selection, Maple Leaf Lounge access, and Onboard Café snack or meal vouchers may be used on future flights, subject to availability.
- Any eUpgrade Credits used to upgrade the cancelled flight will be returned to your account.
- Your reservation will be subject to the change fees applicable to the ticket submitted as a credit. Please refer to your itinerary/receipt for the rules that apply to your ticket.

* Up to 24 hours after the purchase of a [new ticket](#), Air Canada will cancel your ticket and provide a full refund without penalty.

[Close my session](#)

Booking Information

[Print this page](#)[Email this page](#)

Booking Reference:

Main Contact:

Ms Colleen Turner
colleen.turner@albertahealthservices.ca
Mobile:
Home:
Work:

Passenger Information

Passenger 1: Adult

Name:

Ms COLLEEN Turner

Ticket Number:

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A STAR ALLIANCE MEMBER

LouAnn Williams

From: Air Canada [confirmation@aircanada.ca]
Sent: January 22, 2014 3:28 PM
To: LouAnn Williams
Subject: COLLEEN TURNER is sending you the itinerary for your next trip from Calgary to Edmonton.

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










Itinerary/Receipt

From: COLLEEN TURNER

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

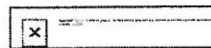
Scan this barcode to check in at any Air Canada check in kiosk.



Hotels in Edmonton			Why book your hotel stay at aircanada.com?
From (per night)	From (per night)	From (per night)	
\$196 CAD	\$121 CAD	\$86 CAD	<ul style="list-style-type: none">▪ Lowest price guaranteed▪ Great choice of hotels▪ Aeroplan Mile offer exclusive to aircanada.com
			
<u>The Fairmont Hotel Macdonald:</u>	<u>Delta Edmonton Centre Suite Hotel:</u>	<u>BEST WESTERN Cedar Park Inn:</u>	
			
			Hotels provided by WWTMS.



Need a car in Edmonton? Great rates and additional Aeroplan Miles.



Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Ms Colleen A Turner
colleen.turner@albertahealthservices.ca

Mobile [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

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

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and

Departures

1-888-422-7533

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Fri 31-Jan 2014 06:00	Edmonton, Edmonton Int'l (YEG) Fri 31-Jan 2014 06:59	0	0hr59	DH3	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Colleen A Turner : Adult (15+), Ticket Number: [REDACTED]

Air Canada -

Aeroplan :

Payment Card:

Seat Selection:

AC8170 5C

Meal Preference : None

Special Needs: None

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	167.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	10.81
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	226.93
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$226.93

Payment Information

Credit/Debit Card [REDACTED] - Amount paid: \$226.93

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

Air Canada: \$226.93 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

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

- **Changes:**

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

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



*Return from Community
Engagement Framework Mtg
Trip cancelled to attend mtg w
Dr. Cougle*

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:
Ms Colleen A Turner
colleen.turner@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Customer Care

Air Canada
1-888-247-2262

Flight Arrivals and
Departures
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8147 ¹	Edmonton, Edmonton Int'l (YEG) Fri 31-Jan 2014 14:00	Calgary (YYC) Fri 31-Jan 2014 14:53	0	0hr53	DH3	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Ms Colleen A Turner : Adult (16+), Ticket Number: [REDACTED]

Air Canada - Aeroplan [REDACTED]

Payment Card: [REDACTED]

Seat Selection: AC8147 8F

Meal Preference: None

Special Needs: None

Purchase Summary**Fare Summary**

Total charge for 1 adult

Air Transportation Charges

Departing Flight (Flex)
(including surcharges) 179.00

Options 0.00

Taxes, Fees and Charges 42.68

Total Airfare Charge 221.68

Travel Insurance (declined) 0.00

Grand Total - Canadian dollars \$221.68

Payment Information

Credit/Debit Card [REDACTED] Amount paid: \$221.68

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

- Air Canada: \$221.68 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

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

• Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- Same-day standby** is available only to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

• Cancellations:

- Tickets are non-refundable and non-transferable.

- **Cancellations** can be made up to 45 minutes prior to departure.
 - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
 - Customers who **no-show** their flight will forfeit the fare paid.
 - **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
 - Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
 - Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
 - Read complete fare rules applicable to this fare.
-



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Offsetting your flight before February 28, 2014 could take you a long way!
[Learn more](#)


Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: N4HYI5

Name: Ms Colleen Turner
E-mail: COLLEEN.TURNER@ALBERTAHEALTHSERVICES.CA
Form of payment: 

Customer Care
Air Canada Reservations
 1-888-247-2262
Air Canada Flight Information
 1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8144	Calgary (YYC)	Edmonton International (YEG)	DH3	W	Confirmed
<i>Operated by:</i>	Mon 27-Jan 2014	Mon 27-Jan 2014			
<i>Air Canada Express-Jazz</i>	13:30	14:23			
Seat number(s) requested:	6F				
AC8157	Edmonton International (YEG)	Calgary (YYC)	DH3	W	Confirmed
<i>Operated by:</i>	Tue 28-Jan 2014	Tue 28-Jan 2014			
<i>Air Canada Express-Jazz</i>	18:00	18:53			
Seat number(s) requested:	8C				

Passenger Information

Passenger 1
 Name: **Ms Colleen Turner**
 Frequent Flyer Pgm: **Air Canada Aeroplan**
 Ticket number:
 Program number:



Purchase Summary

Passenger: 1 Ticket number



Date of issue	23-Jan 2014
Fare Amount in Canadian dollars:	358.00
<i>(including <u>navigational & other charges</u>)</i>	
Taxes, Fees & Charges	
Combined Taxes *see fare calculation below (XT)	PD
Total Fare in :	No Additional collection
Options	
Change fee in Canadian dollars	100.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	5.00
Ticket particularities:	
AC ONLY/NON-REF/CHGE FEE	

*Fare calculation:

27JAN14YYC AC YEA Q12.00R167.00AC YYC Q12.00R167.00CAD358.00
 END ROE1.00 PD14.25CA21.36XG55.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accomodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Important Information & Conditions

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the [Travel documentation](#) and [US Secure Flight Program](#) US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip

Electronic Refund Receipt / Reçu de remboursement électronique

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

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

Please print this refund receipt for your reference.

Veillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:

Nom du passager: Colleen Turner

Ticket(s) Refunded:

Billet(s) remboursé(s):

Payment card refunded:

Carte de paiement remboursée:

Date of refund:

23 January 2014

Date du remboursement:

23 Janvier 2014

Customer Care Service au client

On the web/Site Web
www.aircanada.com

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

Aeroplane Centre
Centre Aéroplan
1 800 361-5373

Amount refunded / Montant du remboursement

Amount eligible for refund:

100.00

Montant à rembourser:

Taxes and Airport Fees eligible for refund:

Taxes et frais aéroportuaires à rembourser:

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

Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)

5.00

Total Amount Refunded to your payment card in Canadian dollars:

Montant total remboursé sur la carte de paiement en Dollars canadiens:

105.00



Advertise vacant position.
Community Engagement Lead

JobTarget
225 State Street
Suite 300
New London, CT 06340
Tel. 860.440.0635

RECEIPT

PURCHASER INFO

Alberta Health Services

Attn: Colleen Turner

ORDER #	R9776910
DATE	02/05/14
IO / PO #	--
AMOUNT PAID	USD 199.00

PURCHASED BY

Colleen Turner

colleen.turner@albertahealthservices.ca

PRODUCT	DESCRIPTION	AMOUNT
Members: 45-Day Job Posting Job Posting - Web	International Association of Business Communicators (IABC) (paid - creditcard)	USD 199.00

SUBTOTAL	USD 199.00
TAXES	USD 0.00
TOTAL PAID	USD 199.00
AMOUNT DUE	USD 0.00

AIR CANADA 

Meeting w J. Wood Jan 27
ELI Meeting Jan 28

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.


Please bring your itinerary-receipt to the airport.

\$50. charge for
redo

Credit Available \$ 358.00
6 mos limit

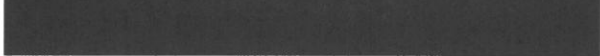
Cancelled Jan 24 - attending via
teleconference

Main Contact Information

Booking reference: 

Name: Ms Colleen Turner

E-mail 

Form of payment: 

Customer Care

Air Canada Reservations

1-888-247-2262

Air Canada Flight Information

1-888-422-7533

International Reservations

Alert me of flight changes

Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8144	Calgary (YYC)	Edmonton International (YEG)	DH3	W	Confirmed
Operated by:	Mon 27-Jan 2014	Mon 27-Jan 2014			
Air Canada Express-Jazz	13:30	14:23			
Seat number(s) requested:	6F				
AC8157	Edmonton International (YEG)	Calgary (YYC)	DH3	W	Confirmed
Operated by:	Tue 28-Jan 2014	Tue 28-Jan 2014			
Air Canada Express-Jazz	18:00	18:53			
Seat number(s) requested:	8C				

Passenger Information

Passenger 1

Name: Ms Colleen Turner

Ticket number:

Program
number:

Purchase Summary

Passenger: 1 Ticket number

Date of issue

23-Jan 2014

Fare Amount in Canadian dollars:

358.00

(including navigational & other charges)

Taxes, Fees & Charges

Combined Taxes *see fare calculation below (XT)

PD

Total Fare in :

No Additional
collection

Options

Change fee in Canadian dollars

100.00

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

5.00

Ticket particularities:

AC ONLY/NON-REF/CHGE FEE

*Fare calculation:

27JAN14YYC AC YEA Q12.00R167.00AC YYC Q12.00R167.00CAD358.00

END ROE1.00 PD14.25CA21.36XG55.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287

RC Canada Harmonized Sales Tax (HST) #10009-2287

XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

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

Important Information & Conditions

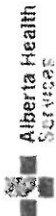
Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation and US Secure Flight Program US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip



TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)

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

Name: Colleen Turner Position (Title): VP Community Engagement & Communications Business Phone # Ext: DOFA Level: Dept: Union: Expense Date From: 1-Jan-14 To: 31-Jan-14
Travel Period from: Out-of-Province Travel To: Employee # (E-People): Location: DOFA Level: Dept: Union: Expense Date From: 1-Jan-14 To: 31-Jan-14

SECTION E: FINANCE CODING & TOTAL CLAIM

Project Number Project Task Number Expenditure Organization Expenditure Type

Total - Section B: Travel - Pg 2			Total - Section C&D: Other & Foreign Expenses - Pg 3				
Pg	Location	Functional Centre (FC)	Total Expense	Location	Functional Centre (FC)	Secondary Expense	Total Expense
2A	101	0005	71130000000				
2B							
2C							
2D							
			\$487.29				

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

TOTAL REIMBURSEMENT	
Total Section B	\$487.29
Total Section C&D	
Less Cash Advance	
TOTAL CLAIM	\$487.29

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

SECTION F: AUTHORIZATION

Employee Signature: Date: January 30, 2014

Approved By (PRINT ONLY): Detrah Rhodes DOFA Level: Position # Phone # Ext: Date: Feb. 3/14

Signature: Title: Acting CFO

Approved By (PRINT ONLY): DOFA Level: Position # Phone # Ext: Date: Signature: Title:

RECEIPT
GST NO. R122556194

EXIT No. 44
IN: 01/07/14 05:03
OUT: 01/07/14 19:21
DURATION: 0 14: 18
PAID: \$ 25.20
(GST INCLUDED)
VISA

THANK YOU FOR
YOUR VISIT

ELT Mtg to
Edmonton

Calgary International Airport Parkade

RECEIPT
GST NO. R122556194

EXIT No. A1
IN: 01/14/14 05:05
OUT: 01/14/14 20:02
DURATION: 0 14: 57
PAID: \$ 25.20
(GST INCLUDED)
VISA

THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

RECEIPT
GST NO. R122556194

EXIT No. A4
IN: 01/20/14 12:28
OUT: 01/21/14 10:14
DURATION: 1 26: 46
PAID: \$ 50.43
(GST INCLUDED)
VISA

THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

U of A to Downtown
(only a
Tadua Boulton)

YELLOW CAB
10135 31 AVENUE NW
EDMONTON AB T6H 1C2
780-462-3456

Term Id: 4504114/02516
Item H: 0516
VISA
PURCHASE

AIC: A0000000031010

APPROVED

AMOUNT	USD \$ 15.40
TIP	USD \$ 1.40
TOTAL	CAD \$ 15.40

ISI: 1000

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

GST 100403070

Date: 2014-01-20 Time: 16:44:53
Response: AUTH 03660

MATRIX HOTEL

N/A Colleen Turner

Room Number:

Arrival Date: 01-20-14

Departure Date: 01-21-14

Page No: 1 of 1

Confirmation No:

INVOICE

Folio No:

01-21-14

Date	Description	Charges	Credits
01-20-14	Room Service	48.03	
01-20-14	Room Revenue	139.00	
01-20-14	Destination Marketing Fee - 3%	4.17	
01-20-14	Tourism Levy - 4%	5.73	
01-21-14	Refreshment Centre - M&Ms 1	3.15	
01-21-14	Visa		200.08
Total		200.08	200.08
Balance		0.00	148.90

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #86634 4302 RT 0001