

## Board and Executive Expense Report

**Name** David Weyant  
**Title** SVP & General Counsel, Legal & Privacy  
**Location** Calgary  
 Expenses submitted during the month of November 2012

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
November 2012	P-Card	Interviews	506				506			
<b>Total</b>			\$ 506	\$ -	\$ -	\$ -	\$ 506	\$ -	\$ -	\$ -

**Total for the Month** \$ 506

Maximum meal expense claimed in the month \$ -  
 Maximum daily 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.

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

WEYANT, DAVID Cardholder's Name	SENIOR VP & GENERAL COUNSEL Cardholder's Position/Title	Billing Reporting Period:	20/11/2012
LEGAL & PRIVACY Cardholder's Dept	SOUTHPORT TOWER Cardholder's Site/Location	Total Statement Amount:	\$506.36
DAVID.WEYANT@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card #:	██████████

**Statement of Transactions**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
16/11/2012	301435018	WESTJET 8380619760522, Westjet Airlines	10.50	CAD	10.50	.00	.00	Seat Selection Fee for Trip to Edmonton re: AGC Interview -
16/11/2012	301435019	WESTJET 8382185773377, Westjet Airlines	300.43	CAD	300.43	.00	.00	Flight to Edm. for AGC Interview - ended up cancelling ██████████
16/11/2012	301539311	AIR CAN 0142114617404, AIR CANADA	195.43	CAD	195.43	.00	.00	Flight for Trip to Edm. for AGC Interview - later cancelled ██████████

AHS - Edmonton  
 Accounts Payable  
 NOV 27 2012  
 RECEIVED

AHS - Edmonton  
 Accounts Payable  
 NOV 29 2012  
 O.C.C. - Completed  
 Initials: *L*



<p><b>Cardholder Designate (if Applicable)</b> By signing this statement</p> <ul style="list-style-type: none"> <li>I hereby certify that I have reviewed and reconciled this statement in BMO details Online® to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre.</li> </ul> <p><u>Kathie Ocar</u> Name of Cardholder Designate</p> <p><u>K. Ocar</u> Signature of Cardholder Designate</p> <p><u>Exec. Secretary</u> Cardholder Designate Position/Title</p> <p><u>NOV 21, 2012</u> Date of Signature</p>	
<p><b>Cardholder</b> By signing this statement</p> <ul style="list-style-type: none"> <li>I hereby certify that the P-Card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide.</li> <li>I acknowledge that the above Cardholder Designate has completed reviews and reconciliation in BMO details Online® on my behalf (if applicable).</li> </ul> <p><u>WEYANT, DAVID</u> Name of Cardholder</p> <p><u>[Signature]</u> Signature of Cardholder</p> <p><u>SENIOR VP &amp; GENERAL COUNSEL</u> Cardholder Position/Title</p> <p><u>NOV. 21, 2012</u> Date of Signature</p>	
<p><b>Approver Designate (if Applicable)</b> By signing this statement</p> <ul style="list-style-type: none"> <li>I hereby certify that I have reviewed and approved this statement in BMO details Online® in accordance to AHS Corporate Policies, Program User Guide and Training on behalf of a authorized approver.</li> </ul> <p><u>Susan Best</u> Name of Approver Designate</p> <p><u>[Signature]</u> Signature of Approver Designate</p> <p><u>Exec. Assistant</u> Approver Designate Position/Title</p> <p><u>Nov. 21, 2012</u> Date of Signature</p>	
<p><b>Approver</b> By signing this statement</p> <ul style="list-style-type: none"> <li>I hereby certify that the P-card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide and hereby approve the transactions as listed.</li> <li>I acknowledge that the above Approver Designate has completed reviews and approvals in BMO details Online® on my behalf (if applicable).</li> </ul> <p><u>Stephen Gould / Dr Chris Eagle</u> Name of Approver</p> <p><u>[Signature]</u> Signature of Approver</p> <p><u>Exp. People + Partners / Resident + CEO</u> Approver Position/Title</p> <p><u>2012/Nov/21</u> Date of Signature</p>	
<p><b>Attach:</b></p> <ul style="list-style-type: none"> <li>Original Itemized receipts</li> <li>Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report)</li> </ul> <p><b>And where applicable:</b></p> <ul style="list-style-type: none"> <li>Copies of pre-approvals for travel</li> <li>Personal cheques payable to "Alberta Health Services"</li> <li>Return, refund and/or credit receipts</li> <li>Disputes letter</li> </ul>	<p><b>Address:</b></p> <p>Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T6J 3E4</p>
<p>Reference #: _____ Reviewed by: _____ Date: _____</p>	

Westjet

TOTAL	Base Fare:	242.00 CAD
	Surcharges:	12.00 CAD
	Canadian airport improvement fee(s):	25.00 CAD
	Air travellers security charge:	7.12 CAD
	Canadian goods and services tax:	14.31 CAD

TRANS. # 1

10.50



Exit Row Seat	10.00 CAD
Total Seat Taxes <input type="checkbox"/>	0.50 CAD

Total: 310.93 CAD

Payment details

Grab  
Screenshot for  
for trip to Edm.  
(will be refunded  
next statement as  
this trip was  
cancelled

Amount paid with Credit Card 310.93 CAD

Travel Bank Amount Applied: 0.00 CAD

Guest information

1. WEYANT/DAVID MR Adult

PRINT PAGE

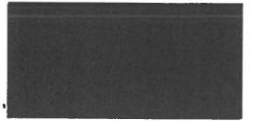
MY RESERVATIONS

CHANGE TICKET  
(S)

REFUND

westjet  
TRANS. #2

P. card  
cancellation



Your reservation code is: CKJMHW

View your itinerary at !

Sabre<sup>®</sup> Virtually There<sup>™</sup>

Total price

view fare rules

310.93 CAD ■  
- 10.50 (seat selection fee)  
\$300.43 charged separately

### Departure Information



Depart:	Tuesday, 20 November
09:00 PM	Edmonton-International , AB , CA (YEG)
Arrive:	Tuesday, 20 November
09:48 PM	Calgary , AB , CA (YYC)

WestJet  
Non-Stop / WS 0144  
flight info  
Seat(s): 10D

Westjet

TRANS. # 2 (cont.)

**Your Refund Information**

The total amount of 300.43 CAD has been refunded to your Travel Bank

**Your Current Itinerary**

Please note: Seat fees are refundable within 72 hours of the original reservation by calling 1-888-WESTJET (1-37-9533). After 72 hours, seat fees are non-refundable but creditable to a Travel Bank account by calling WestJet.

Name	Ticket Number	Price
W. YANT/DAVID MR	2185773377	300.43

**Departure Information**

Depart:	Tuesday, 20 November	WestJet
Origin:	Edmonton-International, AB, CA (YEG)	WS 144
	Calgary, AB, CA (YYC)	

Total Air Fare & Taxes: 300.43 CAD

Cancellation fee: 0.00 CAD

Total Refund: 300.43 CAD

Seat Fees and Taxes Paid: 10.50 CAD

- credit to use by Nov. 16/13

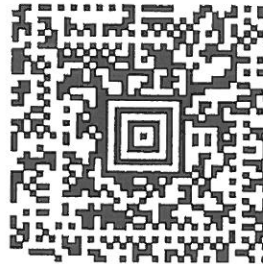
- credited back to P-Card.

(will be on next month's statement)

TRANS-#3

Search Select Review Passengers Purchase Seats Itinerary

# Itinerary/Receipt



*P-card*  
*Cancelled:*  
*noted in next page*

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.

## Booking Information

Booking Reference: **NVVZXZ**

### Customer Care

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

**Air Canada**  
1-888-247-2262

**Flight Arrivals and Departures**  
1-888-422-7533

### Main Contact:

Mr David Weyant  
david.weyant@albertahalthservices.ca  
Mobile: [REDACTED]  
Home: [REDACTED]  
Work: [REDACTED]

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8146 <sup>1</sup>	Calgary (YYC) Tue 20-Nov 2012 09:00	Edmonton, Edmonton Int'l (YEG) Tue 20-Nov 2012 09:52	0	0hr52	DH3	Tango, G	

Operated by:  
<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

**1: Mr David Weyant : Adult (16+), Ticket Number: 0142114617404**

Air Canada - Aeroplan :	[REDACTED]	Meal Preference:	<b>None</b>
Payment Card:	[REDACTED]	Special Needs:	<b>None</b>
Seat Selection:	<b>None</b>		

## Purchase Summary

### Fare Summary

Passenger Type	<b>Adult</b>
Departing Flight - Tango	<b>142.00</b>
Surcharges	<b>12.00</b>

### Taxes, Fees and Charges

Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.31
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	<u>195.43</u>
Number of passengers	1
RBC Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<u><u>\$195.43</u></u>

credit to  
use prior  
to NOV. 16/13  
less \$75.00  
change fee.

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

- Air Canada: \$195.43 (Airfare - per ticket)

Ticket number(s): 0142114617404


## Fare Rules

### Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Airport same-day changes** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
  - **Same-day standby** is not permitted.
  - 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.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- On Air Canada-operated flights, earn 25% non-status Aeroplan Miles for flights within Canada and 50% Air Canada Status Miles for flights between Canada and the U.S.
- Read complete fare rules applicable to this fare.

## Links

Manage my booking online: <http://www.aircanada.com/mybookings>  
 Flight Departure & Arrivals: <http://www.aircanada.com/flightstatus>  
 General conditions of carriage: <http://www.aircanada.com/conditionsofcarriage>  
 Information and Services: <http://www.aircanada.com/travelinfo>

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