

Board and Executive Expense Report

Name Stephen Gould
Title EVP, People & Partners
Location Edmonton
 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)
October/ November 2012	P-Card	Various meetings	904		218	75	1,197			
Total			\$ 904	\$ -	\$ 218	\$ 75	\$ 1,197	\$ -	\$ -	\$ -

Total for the Month \$ 1,197

Maximum meal expense claimed in the month \$ -
 Maximum daily hotel rate claimed in the month \$ 99
 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

<u>GOULD, STEPHEN</u> Cardholder's Name	<u>EXECUTIVE VICE PRESIDENT</u> Cardholder's Position/Title	Billing Reporting Period:	<u>20/11/2012</u>
<u>PEOPLE & PARTNERS</u> Cardholder's Dept	<u>SEVENTH STREET PLAZA</u> Cardholder's Site/Location	Total Statement Amount:	<u>\$1,196.47</u>
<u>STEPHEN.GOULD@ALBERTAHEALTHSERVICES.CA</u> Cardholder's e-mail address		Last 6 digits of the P-Card #: XXXXXXXXXX	

Statement of Transactions

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
25/10/2012	299568465	TASF 60004920627, TRAVEL AGENCIES AND TOUR OPERATORS	✓ 10.00	CAD	10.00	.43		Airline Service Charge Nove 13/14 booking to Calgary
25/10/2012	299568466	AIR CAN 0142523717042, AIR CANADA	✓ 416.96	CAD	416.96	.00	.00	Airfare - Attend HR Exec Mtg In Calgary Nov 13/14
30/10/2012	300034837	RED DEER LODGE, LODGING HOTELS, MOTELS, RESORTS	✓ 217.80	CAD	217.80	.00	.00	Accommodation - AHS Board Mtg Oct 30-Nov 1
06/11/2012	300528158	AIR CAN 0142114234119, AIR CANADA	✓ 466.96	CAD	466.96	.00	.00	Airfare - Susan McGillivray to attend HR Exec Mtg on behalf of
06/11/2012	300691851	TASF 30004930662, TRAVEL AGENCIES AND TOUR OPERATORS	✓ 10.00	CAD	10.00	.43		Airline Fee - Flight for S McGillivray to attend HR Mtg In
12/11/2012	301122876	YELLOW CAB, LIMOUSINES AND TAXICABS	✓ 74.75	CAD	74.75	3.56	.00	Taxi fare Airport to residence - Rtn from Banff Conference

Signatures		
Cardholder Designate (if Applicable) By signing this statement <ul style="list-style-type: none"> • 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. 		
<u>Susan Best</u> <small>Name of Cardholder Designate</small>	<u>Exec. Assistant</u> <small>Cardholder Designate Position/Title</small>	
<u>Susan Best</u> <small>Signature of Cardholder Designate</small>	<u>Nov. 21/12</u> <small>Date of Signature</small>	
Cardholder By signing this statement <ul style="list-style-type: none"> • 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. • I acknowledge that the above Cardholder Designate has completed reviews and reconciliation in BMO details Online® on my behalf (if applicable). 		
<u>GOULD, STEPHEN</u> <small>Name of Cardholder</small>	<u>EXECUTIVE VICE PRESIDENT</u> <small>Cardholder Position/Title</small>	
<u>Carol Kallio on behalf of Stephen Gould</u> <small>Signature of Cardholder</small>	<u>Nov. 21/12</u> <small>Date of Signature</small>	
Approver Designate (if Applicable) By signing this statement <ul style="list-style-type: none"> • 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. 		
<u>Ronnie Hoy</u> <small>Name of Approver Designate</small>	<u>Exec Associate</u> <small>Approver Designate Position/Title</small>	
<u>[Signature]</u> <small>Signature of Approver Designate</small>	<u>Nov 22/12</u> <small>Date of Signature</small>	
Approver By signing this statement <ul style="list-style-type: none"> • 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. • I acknowledge that the above Approver Designate has completed reviews and approvals in BMO details Online® on my behalf (if applicable). 		
<u>Deb Rhodes</u> <small>Name of Approver</small>	<u>A/EVP + CFO</u> <small>Approver Position/Title</small>	
<u>Ronnie Austa to Sign on behalf of DR.</u> <small>Signature of Approver</small>	<u>Nov. 23/12</u> <small>Date of Signature</small>	
Submit approved statement with attachments to Accounts Payable:		
Attach: <ul style="list-style-type: none"> • Original itemized receipts • Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report) And where applicable: <ul style="list-style-type: none"> • Copies of pre-approvals for travel • Personal cheque payable to "Alberta Health Services" • Return, refund and/or credit receipts • Disputes letter 	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: _____

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

BRANCH: N61107
GST REG# 885101915
PHONE: 780-425-8611

TO: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB, T5J 3E4

YOUR REF : 101092371110101058
LOCATOR : N74GDW
OUR REF : ZCH0091928C
AGENT : CASANDRA WAGNER

I N V O I C E

INV NO: 83952
DATE: 25OCT12
PAGE: 1

FOR: MR STEPHEN GOULD
AC [REDACTED]
WS [REDACTED]
101092371110101058

I T I N E R A R Y

*** AIR/RAIL/BUS ***

FROM	TO	CARRIER	FLT/CL	ST	DATE	DEPART	ARRIVE	MEALS	BAGS
EDMONTON INTL	CALGARY	AIR CANADA	8133 S	HK	13NOV	7:00A	7:52A		
		D8 (300 SERIE SEAT 04C							
CALGARY	EDMONTON INTL	AIR CANADA	8154 S	HK	14NOV	5:00P	5:52P		
		D8 (300 SERIE SEAT 02D							
		AIR CANADA E							

*** TOUR ***

BSP TASF DEPARTING FROM EDMONTON INTL ON 14APR13 AT 12:00A
TO EDMONTON INTL RET14APR13 AT 12:00A
1 PACKAGE TOUR
MANAGEMENT FEE

C O S T

AIR CANADA	TKT NO	AC	2523	717042	(INCL 64.96	TAX)	416.96	✓
BSP TASF	TKT NO	954	0004	920627			10.00	✓
*** SUB-TOTAL EXCLUDING GST/HST & APT							426.96	
*** TOTAL CHARGES THIS INVOICE ***							426.96	
PAYMENT BY				TKT	2523717042		416.96	
PAYMENT BY				TKT	0004920627		10.00	
*** BALANCE DUE THIS INVOICE ****							0.00	
BALANCE DUE TO DATE							0.00	

CONTINUED ON NEXT PAGE

- Stephen unable to attend.
- Ticket cancelled.
- Credit issued by Travel Agency for future use.

Meeting of the
Council of HR
Executives mtg.
Nov 13+14

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

BRANCH: N61107
GST REG# 885101915
PHONE: 780-425-8611

TO: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB, T5J 3E4

YOUR REF : 101092371110101058
LOCATOR : N74GDW
OUR REF : ZCH0091928C
AGENT : CASANDRA WAGNER

I N V O I C E

INV NO: 83952
DATE: 25OCT12
PAGE: 2

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Date 11/01/12
Time 02:28
Page 1

RED DEER LODGE
4311 49 AVE
RED DEER, ALBERTA T4N 5Y7
1-800-661-1657
(403) 346-8841

Acct# [REDACTED]
Room# 263
Rate Code
Group ALBE
Room Type TNK
Room Rate 99.00

GOULD, STEPHEN

Arrive OCT 30 12 11:48
Depart NOV 01 12

ALBERTA HEALTH SERVICES
10101 SOUTH PORT RD SW
CALGARY AB T2W3N2

Payment MC [REDACTED] Exp: [REDACTED]

Date	Description	Reference	Room	Charges	Credits
OCT 30	ROOM CHARGE			99.00	
OCT 30	G.S.T.			4.95	
OCT 30	TOURISM LEVY			3.96	
OCT 30	DESTINATION MARK FEE			.99	
OCT 31	ROOM CHARGE			99.00	
OCT 31	G.S.T.			4.95	
OCT 31	TOURISM LEVY			3.96	
OCT 31	DESTINATION MARK FEE			.99	
=====G.S.T.=subtotal: 9.90=====					
TOURIS subtotal: 7.92				Balance Due:	217.80

I agree that my liability for this bill is not waived & agree to be personally responsible if the indicated party fails to pay the charges in part or in full.
Privacy Policy: you may opt-out of having certain personal information collected.
G.S.T. #865650352 Direct Bill Signature: _____

*AHS Exec Retreat,
COW + Board mtg
Oct. 30 - Nov. 1*

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GST REG# 885101915
PHONE: 780-425-8611

TO: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB, T5J 3E4

LOCATOR : SD70K0
OUR REF : ZCH0092677C
AGENT : CASANDRA WAGNER

I N V O I C E
*** D U P L I C A T E ***

INV NO: 84581
DATE: 08NOV12
PAGE: 1

FOR: MS SUSAN MCGILLIVRAY
AC [REDACTED]

I T I N E R A R Y

*** AIR/RAIL/BUS ***

FROM	TO	CARRIER	FLT/CL	ST DATE	DEPART	ARRIVE	MEALS	BAGS
EDMONTON INTL	CALGARY	AIR CANADA	8139 S	GK 14NOV	10:00A	10:52A		
		D8 (300 SERIE)						
		AIR CANADA E						
		BOOKING REFERENCE NMTBRZ						
		TICKET NUMBER 0142114234119						
CALGARY	EDMONTON INTL	AIR CANADA	8150 S	GK 14NOV	3:30P	4:22P		
		D8 (300 SERIE)						
		AIR CANADA E						
		BOOKING REFERENCE NMTBRZ						
		TICKET NUMBER 0142114234119						

*** TOUR ***

BSP TASF DEPARTING FROM EDMONTON INTL ON 13MAY13 AT 12:00A
TO EDMONTON INTL RET13MAY13 AT 12:00A
1 PACKAGE TOUR
AIR CANADA CONFIRMATION NMTBRZ

C O S T

AIR CANADA	TKT NO	ACO	2114234119	(INCL 88.96 TAX)	466.96 ✓
BSP TASF	TKT NO	954 0004	930662		10.00 ✓
*** SUB-TOTAL EXCLUDING GST/HST & APT				476.96	
*** TOTAL CHARGES THIS INVOICE ***					476.96
PAYMENT BY [REDACTED]	TKT		2114234119		466.96
PAYMENT BY [REDACTED]	TKT		0004930662		10.00
*** BALANCE DUE THIS INVOICE ****					0.00
BALANCE DUE TO DATE					0.00

CONTINUED ON NEXT PAGE

Susan McGillivray
attended and presented
at the Council of HR
Executives Mtg on Nov. 14
On behalf of Stephen Gould.
Who could not attend.

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LOCATOR : SD70K0
OUR REF : ZCH0092677C
AGENT : CASANDRA WAGNER

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*** D U P L I C A T E ***

INV NO: 84581
DATE: 08NOV12
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DOCUMENTATION REQUIRED: VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

CHARGE TO: [REDACTED] ACCOUNT NO.: [REDACTED]

YELLOW CAB (780) 482-3456
 PRESTIGE (780) 482-4444

31216 75 915
 01 00 17

4454814

Airport
 Residence

SPECIAL CODE

The Disposal Charge

Taxi Fare - Airport to Home
 Return from Banff
 ASBA Conference