

## Board and Executive Expense Report

**Name** Dr. Vanessa MacLean  
**Title** Zone Medical Director, South Zone  
**Location** Lethbridge  
 Expenses submitted during the month of October 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)
September 25, 2012	P-Card	Senior Provincial Leadership meeting	671				671			
September 28, 2012	P-Card	Physicians Strategic Retreat					-		2,245	
October 1, 2012	P-Card	Stroke Council			585		585			
October 3, 2012	P-Card	Pediatric Locum	1,290				1,290			
October 4, 2012	P-Card	Commuter Pass to be used by South Zone medical staff	2,506				2,506			
October 12 - 13, 2012	P-Card	Physicians Retreat					-		1,265	
October 2012	P-Card	Dr. MacLean direct expenses					-			
	/Expense claim				131	1,346	1,477			
<b>Total</b>			\$ 4,467	\$ -	\$ 716	\$ 1,346	\$ 6,529	\$ -	\$ 3,510	\$ -

**Total for the Month** \$ 10,039

Maximum meal expense claimed in the month \$ -  
 Maximum daily hotel rate claimed in the month \$ 119  
 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

<b>Instruction:</b>			
<ul style="list-style-type: none"> <li>• Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement</li> <li>• Cardholder AND Approver's signatures required where indicated below</li> </ul>			
MACLEAN, VANESSA	SOUTH ZONE MEDICAL	Billing Reporting Period:	20/10/2012
Cardholder's Name	Cardholder's Position/Title		
MEDICAL AFFAIRS	CHINOOK REGIONAL HOSPITAL	Total Statement Amount:	\$8,777.75
Cardholder's Dept	Cardholder's Site/Location		
VANESSA.MACLEAN@ALBERTAHEALTHSERVICES.CA		Last 6 digits of the P-Card #: <span style="background-color: black; color: black;">XXXXXXXXXX</span>	
Cardholder's e-mail address			

Statement of Transactions								
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
24/09/2012	296649917	ESSO, FUEL DISPENSER, AUTOMATED	16.67	CAD	16.67	.00		Refueling Rental Car -Leading Values -Camrose
24/09/2012	296745012	Enterprise (780)980-23, ENTERPRISE RENT-A-CAR	57.49	CAD	57.49	2.74		Rental Car - Leading Values Camrose
25/09/2012	296745013	INTEGRA AIR INC, TRANSPORTATION SERVICES NOT ELSEWHERE CLASSIFIED	671.24	CAD	671.24	31.96	.00	Integra Flight - Dr. Regehr - Sr. Prov Leadership
26/09/2012	297438394	HERITAGE INN - TABER, LODGING HOTELS, MOTELS, RESORTS	2,244.90	CAD	2,244.90	.00	.00	Phys Strategic Planning Session x 31 physicians
02/10/2012	297296398	PALLISER HOTEL, FAIRMONT HOTELS	195.11	CAD	195.11	9.29		Accom- No shows Canadian Stroke Council D-Sparks To Be
02/10/2012	297296399	PALLISER HOTEL, FAIRMONT HOTELS	195.11	CAD	195.11	9.29		Accom-No Show - Anhorn-Stroke Strategy- To be Reimbursed by
02/10/2012	297296400	PALLISER HOTEL, FAIRMONT HOTELS	195.11	CAD	195.11	9.29		Accom - No Show - Kruger-Stroke Strategy- To be reimbursed by
03/10/2012	297625083	TASF 30043705027, TRAVEL AGENCIES AND TOUR OPERATORS	35.00	CAD	35.00	1.52		S/C Flight - Aziz
03/10/2012	297625086	AIR CAN 0142113009658, AIR CANADA	1,254.96	CAD	1,254.96	.00	.00	Flight - Ped Locum - Aziz
04/10/2012	297625084	INTEGRA AIR INC, TRANSPORTATION SERVICES NOT ELSEWHERE CLASSIFIED	2,496.20	CAD	2,496.20	118.87	.00	Commuter Pass Purchase Dr. Maclean
04/10/2012	297625085	INTEGRA AIR INC, TRANSPORTATION SERVICES NOT ELSEWHERE CLASSIFIED	10.00	CAD	10.00	.48	.00	Service Charge - Commuter Pass Purchase - Dr. Maclean
04/10/2012	297625087	IMPARK00020154U, AUTOMOBILE PARKING LOTS AND GARAGES	10.00	CAD	10.00	.48	.00	Parking- Maclean - Sr. Physican Leadership
06/10/2012	297790983	SANDMAN 01-025 EDMONTO, SANDMAN HOTELS	131.01	CAD	131.01	6.24		Accommodation - Maclean- Sr. Phys Leadership
13/10/2012	298311101	WATERTON LAKES LODGE R, LODGING HOTELS, MOTELS, RESORTS	244.71	CAD	244.71	.00	.00	Dr. Maclean Accommodation - Physician Retreat Incorrectly
13/10/2012	298311102	WATERTON LAKES LODGE R, LODGING HOTELS, MOTELS, RESORTS	1,020.24	CAD	1,020.24	.00	.00	SZ Phys Retreat x 10 rooms(Guest Speakers)

**AHS - Edmonton  
Accounts Payable**  
  
**NOV - 7 2012**  
  
 Q & C - Completed  
 Initials           

**AHS - Edmonton  
Accounts Payable**  
  
**NOV 05 2012**  
  
**RECEIVED**

<b>Signatures</b>		
<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 transactions to the proper cost centre.</li> </ul>		
<p><u>Josi Tauscher</u> Name of Cardholder Designate</p>	<p><u>Private Coordinator</u> Cardholder Designate Position/Title</p>	<p><u>Oct 23, 2012</u> Date of Signature</p>
<p><u>[Signature]</u> Signature of Cardholder Designate</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>MIDDLEAN, VANESSA</u> Name of Cardholder</p>	<p><u>SOUTH ZONE MEDICAL</u> Cardholder Position/Title</p>	<p><u>Oct 29, 2012</u> Date of Signature</p>
<p><u>[Signature]</u> Signature of Cardholder</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 authorizee/approver.</li> </ul>		
<p>_____ Name of Approver Designate</p>	<p>_____ Approver Designate Position/Title</p>	<p>_____ Date of Signature</p>
<p>_____ Signature of Approver Designate</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>Dr. David Megrahy</u> Name of Approver</p>	<p><u>FVP + CMO</u> Approver Position/Title</p>	<p><u>November 1, 2012</u> Date of Signature</p>
<p><u>[Signature]</u> Signature of Approver</p>		
<p><b>Submit approved statement with attachments to Accounts Payable:</b></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 cheque 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, 10035-107 Street Edmonton, AB T5J 3E4</p>	
<p><b>Accounts Payable only:</b></p>		
<p>Reference # _____</p>	<p>Reviewed by _____</p>	<p>Date _____</p>

Dr. V. Maclean P Card Summary

The p-card issued to Dr. Vanessa Maclean is used to support expenses for South Zone Medical Affairs. This was done to minimize the number of P-Cards issued within SZ Medical Affairs, and also to facilitate tracking of expenses by SZ Medical Affairs.

The October p-card statement:

- Dr. Maclean total direct expenses were \$215.17
- Physician Strategic Retreat – planning session with South Zone Physician leaders held in Taber on September 28, 2012
- Stroke Council – funded through Alberta Provincial Stroke Council. Booking made on p-card to streamline process.
- Physician retreat – Costs relate to a physician co-sponsored event involving South Zone Medical Affairs and South Zone Medical Staff Association. The physicians in attendance were charged upfront \$50 and additional guests were invited to attend the family meal and were charged \$20/guest.

Total event Costs	\$11,035.26
Collected upfront from guests (\$50 / \$20 per above)	-\$1,240.00
Net event for cost share	<u>\$9,795.26</u>
AHS	\$4897.63
South Zone Medical Staff Assoc. (3 <sup>rd</sup> Party to AHS)	<u>\$4897.63</u>
	<u>\$9,795.26</u>

ALBERTA, 1, 1000 AIRPORT ROAD, LEDUC, AB T9E8M6 (780) 980-2338

RENTAL AGREEMENT REF# 3PDK2K SUMMARY OF CHARGES  
831703

RENTER  
MACLEAN, DR VANESSA

DATE & TIME OUT  
23/09/2012 09:06 PM  
DATE & TIME IN  
24/09/2012 07:48 PM

BILLING CYCLE  
24-HOUR

VEH #1 2012 NISSAN ALTI 4DRS  
VIN# 1N4AL2APOCN531568  
LIC# J67443  
KM DRIVEN 83

CLAIM INFO  
5569090002427873  
INSURED: 01/15

Charge Description	Date	Quantity	Per	Rate	Total
TIME & DISTANCE	24/09 - 24/09	1	DAY	\$44.00	\$44.00
REFUELING CHARGE	24/09 - 24/09				\$0.00
<b>Subtotal:</b>					<b>\$44.00</b>
<b>Taxes &amp; Surcharges</b>					
CONCESSION FEE	24/09 - 24/09			15.6%	\$6.98
CUSTOMER FACILITY CHARGE	24/09 - 24/09	1	DAY	\$3.00	\$3.00
GST	24/09 - 24/09			5%	\$2.74
VLF	24/09 - 24/09	1	DAY	\$0.77	\$0.77
<b>Total Charges:</b>					<b>\$57.49</b>
<b>Bill-To / Deposits</b>					
<b>DEPOSITS</b>					<b>-\$57.49</b>
<b>Total Amount Due</b>					<b>\$0.00</b>

PAYMENT INFORMATION  
AMOUNT PAID \$57.49  
TYPE Mastercard

CREDIT CARD NUMBER

*Maclean Rental Car*

SK PROV Leadership  
Jack.

**Jodi Tamayose**

**From:** Lori Toews (YQL) [LoriT@custom.travel]  
**Sent:** September 25, 2012 2:09 PM  
**To:** Jodi Tamayose  
**Subject:** FW: Ticketed - Invoice for JACK REGEHR on 04OCT12 to: Edmonton  
**Attachments:** ItineraryKWLMGD\_Invoice0541035\_25SEP.pdf

**From:** CUSTOM TRAVEL SOLUTIONS [mailto:INVOICE@CUSTOM.TRAVEL]  
**Sent:** September-25-12 2:05 PM  
**To:** Lori Toews (YQL)  
**Cc:** Invoices Email (SVC)  
**Subject:** Ticketed - Invoice for JACK REGEHR on 04OCT12 to: Edmonton

ALBERTA HEALTH SERVICES



Custom Travel Solutions  
Ste 800, 2424 7 4th Street SW  
Calgary, Alberta T2S 2T4  
Phone: (403) 272-1000  
Fax: (403) 207-7911

Tuesday, 25 Sep, 2012 04:03 PM EDT

Passengers: MR JACK REGEHR

Agency Record Locator: KWLMGD

Invoice Number: 0541035

[Click here](#) to view your itinerary/invoice or to add this trip to your calendar.

**OTHER** Thursday, 04 Oct, 2012

INTEGRA BOOKING 588897

**AIR** Thursday, 04 Oct, 2012

Other Flight Number: 0918 Class: Y-Y  
From: Lethbridge, Canada Depart: 06:45 AM  
To: Edmonton, Canada Arrive: 08:00 AM  
Status: CONFIRMED

**AIR** Thursday, 04 Oct, 2012

Other Flight Number: 0829 Class: Y-Y  
From: Edmonton, Canada Depart: 06:05 PM  
To: Lethbridge, Canada Arrive: 07:20 PM  
Status: CONFIRMED

THANK YOU FOR CHOOSING CUSTOM TRAVEL SOLUTIONS

**Ticket/Invoice Information**

**Passenger Name:** JACK REGEHR

**Other charge:** Total: 671.24

Charged to: [REDACTED]

Total Tickets: 0.00

Total Other: 671.24

Total Amount: 671.24

**GST Tax on RES588897 : 0.00**

**Total GST Tax : 0.00**

STE 800, 2424 - 4th Street SW Calgary, Alberta T2S 2T4 GST#868553645



Heritage Inn - Taber  
4830 46 Ave  
Taber, AB  
T1G 2A4

*ATT: Jody*  
*Chp Steve*  
*Shirley*  
*8/20/12*

Telephone: (403) 223-4424 Fax: (403) 223-1733

Chelsey Hurt Alberta Health Servi



Page # 1  
Res. # 097192 Inv.# RTA HE  
Checked in Fri Sep 28/12 - 9:51 am  
Checked out Tue Oct 2/12 - 3:01 pm  
Nights 4  
Room Rate 0.00  
Room 5106

Date	Description	Reference	Charges	Credits
Sep28	Banquets - Food	Executive Mtg x45	2070.00	
Sep28	GST	Executive Mtg x45	103.50	
Sep28	Banquets - Minerals	31 pop	62.00	
Sep28	GST	31 pop	3.10	
Sep28	Banquets - Minerals	3 more pop	6.00	
Sep28	GST	3 more pop	0.30	
Oct02	Paid By Mastercard- Thank you			2244.90
		0.00	2244.90	2244.90

Thank you for staying with us. Please come again!  
Phone 1-888-888-4374 for toll free reservations  
Ask about our full catering services  
GST #R102881810

Charge Summary:

Paid By Mastercard- Thank -2244.90  
GST 106.90



133 9th Avenue SW,  
 Calgary, AB, Canada T2P 2M3  
 T (403) 262-1234 F (403) 260-1260  
 G.S.T. Registration # 846543619

Room : 1146  
 Folio # :   
 Cashier # : 194  
 Page # : 1 of 1  
 Group Name : Canadian Stroke Strategy

Canadian Stroke Strategy  
 Ms Tammy Sparks  
 Unknown

Arrival : 09-29-12  
 Departure : 10-02-12

Date	Description	Additional Information	Charges	Credits
10-01-12	Guaranteed No Show Revenue		179.00	
10-01-12	Alberta Tourism Levy (4%)		7.16	
10-01-12	Room GST		8.95	
10-01-12	MasterCard	XXXXXXXXXX XX/XX		195.11
<b>Total</b>			<b>195.11</b>	<b>195.11</b>
<b>Balance Due</b>			<b>0.00</b>	

**GST Summary**

Room	8.95
F&B	0.00
Other	0.00
<b>Total</b>	<b>8.95</b>

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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. Overdue balance subject to a surcharge at the rate of 1.5% per month after one month. (18.00% per annum.) I have accepted delivery of The Globe and Mail. Had I refused, I would have been eligible for a \$1.00 (Mon-Fri) and \$2.00 (Sat.) credit to my account. (At participating hotels.)

Je me porte personnellement responsable du règlement total de cette note au cas où la compagnie, l'association ou son représentant désigné ne rembourse le paiement. Les comptes en souffrance sont sujets à un intérêt de 1,5% par mois après un mois (18,00% par année). J'ai accepté la livraison du journal The Globe and Mail. Si j'avais refusé, j'aurais pu obtenir un crédit à mon compte de 1,00\$ par jour (du Lundi au Vendredi) et de 2,00\$ le Samedi (Dans les hôtels participants.)

**Thank you for choosing to stay with Fairmont Hotels & Resorts**  
**Merci d'avoir choisi les Hôtels Fairmont**



133 9th Avenue SW,  
 Calgary, AB, Canada T2P 2M3  
 T (403) 262-1234 F (403) 260-1260  
 G.S.T. Registration # 846543619

Room : 1034  
 Folio # :   
 Cashier # : 194  
 Page # : 1 of 1  
 Group Name Canadian Stroke Strategy

**Canadian Stroke Strategy**  
 Ms Wendy Anhorn  
 Unknown

Arrival : 09-29-12  
 Departure : 10-02-12

Date	Description	Additional Information	Charges	Credits
10-01-12	Guaranteed No Show Revenue		179.00	
10-01-12	Alberta Tourism Levy (4%)		7.16	
10-01-12	Room GST		8.95	
10-01-12	MasterCard	XXXXXXXXXX		195.11
<b>Total</b>			<b>195.11</b>	<b>195.11</b>
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133 9th Avenue SW,  
 Calgary, AB, Canada T2P 2M3  
 T (403) 262-1234 F (403) 260-1260  
 G.S.T. Registration # 846543619

Room : 1111  
 Folio # :   
 Cashier # : 194  
 Page # : 1 of 1  
 Group Name : Canadian Stroke Strategy

**Canadian Stroke Strategy**  
**Mr Deon Kruger**  
**Unknown**

Arrival : 09-29-12  
 Departure : 10-02-12

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ALBERTA HEALTH SERVICES



Custom Travel Solutions  
Ste 800, 2424 - 4th Street SW  
Calgary, Alberta T2S 2T4  
Phone: (403) 272-1000  
Fax: (403) 207-7911

Wednesday, 03 Oct, 2012 11:03 AM EDT

Passengers: ABDUL AZIZ

Agency Record Locator: ORRWCK

Invoice Number: 0542563

[Click here](#) to view your itinerary/invoice or to add this trip to your calendar.

AIR CANADA TICKET NUMBER 014 2113009658

**OTHER** Thursday, 20 Dec, 2012

AIR CANADA- CONFIRMATION P5V84E

**AIR** Thursday, 20 Dec, 2012

**Air Canada** Flight Number: 0121 Class: Q-Coach/Economy  
From: Toronto Pearson International Airport Depart: 02:00 PM  
To: Calgary, Canada Arrive: 04:20 PM  
Stops: 0 Duration: 4 hour(s) 20 minute(s)  
Status: CONFIRMED Miles: 1677  
Equipment: Airbus A320 Jet MEAL: FOOD FOR PURCHASE  
DEPARTS YYZ TERMINAL 1

FREE SEAT SELECTION AVAILABLE 24 HRS PRIOR ONLINE

Air Canada Confirmation number is P5V84E

Check in on-line to obtain boarding pass: [Air Canada](#)

Click here for Baggage policies and fees: [Air Canada](#)

**AIR** Thursday, 20 Dec, 2012

**Air Canada** Flight Number: 7327 Class: S-Coach/Economy  
From: Calgary, Canada Depart: 04:55 PM  
To: Lethbridge, Canada Arrive: 05:40 PM  
Stops: 0 Duration: 0 hour(s) 45 minute(s)  
Status: CONFIRMED Miles: 115

Equipment: Beechcraft 1900D Series Turboprop

Operated By: AIR CANADA EXPRESS - AIR GEORGIAN

FREE SEAT SELECTION AVAILABLE 24 HRS PRIOR ONLINE

Air Canada Confirmation number is P5V84E

Check in on-line to obtain boarding pass: [Air Canada](#)

Click here for Baggage policies and fees: [Air Canada](#)

**AIR** Tuesday, 25 Dec, 2012

**Air Canada** Flight Number: 7326 Class: S-Coach/Economy

From: Lethbridge, Canada  
To: Calgary, Canada  
Stops: 0

Depart: 05:30 AM  
Arrive: 06:15 AM  
Duration: 0 hour(s) 45 minute(s)  
Status: CONFIRMED

Miles: 115

Equipment: Beechcraft 1900D Series Turboprop  
Operated By: AIR CANADA EXPRESS - AIR GEORGIAN  
FREE SEAT SELECTION AVAILABLE 24 HRS PRIOR ONLINE  
Air Canada Confirmation number is P5V84E  
Check in on-line to obtain boarding pass: [Air Canada](#)  
Click here for Baggage policies and fees: [Air Canada](#)

AIR	Tuesday, 25 Dec, 2012		
Air Canada	Flight Number: 0174	Class: Q-Coach/Economy	
From: Calgary, Canada	Depart: 07:00 AM		
To: Toronto Pearson International Airport	Arrive: 12:48 PM		
Stops: 0	Duration: 3 hour(s) 48 minute(s)	Miles: 1677	
	Status: CONFIRMED		
Equipment: Airbus A320 Jet	MEAL: FOOD FOR PURCHASE		
ARRIVES YYZ TERMINAL 1			
FREE SEAT SELECTION AVAILABLE 24 HRS PRIOR ONLINE			
Air Canada Confirmation number is P5V84E			
Check in on-line to obtain boarding pass: <a href="#">Air Canada</a>			
Click here for Baggage policies and fees: <a href="#">Air Canada</a>			

THANK YOU FOR CHOOSING CUSTOM TRAVEL SOLUTIONS  
TICKET IS NONREFUNDABLE AND CHANGES ARE SUBJECT TO  
AIRLIE RULES AND RESTRICTIONS

**Ticket/Invoice Information**

Passenger Name: A AZIZ  
Ticket Number: AC2113009658 Electronic Tkt: No  
Base: 1200.00  
Tax: 54.96  
Total: 1254.96  
Charged to: [REDACTED]

Passenger Name: ABDUL AZIZ  
Service fee: 0043705027 Issued: 10/3/2012  
Total: 35.00  
Charged to: [REDACTED]

Total Tickets: 1254.96  
Total fees: 35.00  
Total Amount: 1289.96

GST Tax on 2113009658 : 0.00  
GST Tax on 0043705027 : 0.00  
Total GST Tax : 0.00

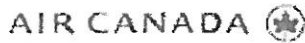
STE 800, 2424 - 4th Street SW Calgary, Alberta T2S 2T4 GST#868553645

**Romina Senneker**

**From:** Lori Toews (YQL) [LoriT@custom.travel]  
**Sent:** October 3, 2012 9:09 AM  
**To:** Romina Senneker  
**Subject:** FW: Air Canada - Abdul Aziz - 20-Dec: YYZ - YQL (booking ref: P5V84E) - seat selected

**From:** Air Canada [mailto:confirmation@aircanada.ca]  
**Sent:** October-03-12 8:53 AM  
**To:** Lori Toews (YQL)  
**Subject:** Air Canada - Abdul Aziz - 20-Dec: YYZ - YQL (booking ref: P5V84E) - seat selected

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



**Itinerary/Receipt**

**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.



Booking Date: **Oct 3, 2012** Passengers: **Mr Abdul Aziz**  
Agent Name: **lori**  
Agent ID: **6051246**



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



**Booking Information**

**Booking Reference:** **P5V84E**

**Electronic Ticketing confirmed. This is your official itinerary/receipt.**  
**Main Contact:**  
Custom Travel Solutions  
lorit@custom.travel

**Customer Care**  
**Air Canada**  
1-888-247-2262  
**Flight Arrivals and Departures**  
1-888-422-7533

1-403-2721000

**Online Services**

[Request an upgrade](#)

[Alert me](#) of flight status changes directly to my mobile phone or email.


[Flight Arrivals & Departures](#) - check online if my flight is on time.

[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
AC121	<b>Toronto, Pearson Int'l (YYZ)</b> Thu 20-Dec 2012 14:00 - Terminal 1	<b>Calgary (YYC)</b> Thu 20-Dec 2012 16:20	0	5hr40	320	Tango Plus, Q	915 F
AC7327 <sup>1</sup>	<b>Calgary (YYC)</b> Thu 20-Dec 2012 16:55	<b>Lethbridge (YQL)</b> Thu 20-Dec 2012 17:40	0		BEH	Tango Plus, S	
AC7326 <sup>1</sup>	<b>Lethbridge (YQL)</b> Tue 25-Dec 2012 05:30	<b>Calgary (YYC)</b> Tue 25-Dec 2012 06:15	0	5hr18	BEH	Tango Plus, S	
AC174	<b>Calgary (YYC)</b> Tue 25-Dec 2012 07:00	<b>Toronto, Pearson Int'l (YYZ)</b> Tue 25-Dec 2012 12:48 - Terminal 1	0		320	Tango Plus, Q	915 F

 **F: Food for purchase onboard** All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Operated by:

<sup>1</sup> Air Canada Express - Air Georgian

**Passenger Information**

**1: Mr Abdul Aziz : Adult (16+), Ticket Number: 0142113009658**

Air Canada - Aeroplan :		Meal Preference :	<b>None</b>
Payment Card:		Special Needs:	<b>None</b>
Seat Selection:	AC121 21C , AC174 22C		

**Purchase Summary**

**Fare Summary**

Passenger Type Adult



Departing Flight - Tango Plus	<b>565.00</b>
Return Flight - Tango Plus	<b>565.00</b>
Surcharges	70.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	40.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	EXEMPT
Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)	EXEMPT
Air Travellers Security Charge (ATSC)	14.96
Total airfare and taxes before options (per passenger)	<b>1254.96</b>
Number of passengers	<b>1</b>
<b>Grand Total - Canadian dollars</b>	<b>\$1254.96</b>

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

Air Canada: \$1254.96 (Airfare - per ticket)

Ticket number(s): 0142113009658

## Fare Rules

**Departing Flight** Toronto (YYZ) To Lethbridge (YQL) - **Tango Plus**

**Return Flight** Lethbridge (YQL) To Toronto (YYZ) - **Tango Plus**

- **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 45 minutes prior to departure.
- **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$75 CAD/USD per direction, per passenger. Same-day flights only.
- **Same-day standby** is not permitted, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded).
- 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.

*Commuter  
pass.*

**Jodi Tamayose**

**From:** Lori Toews (YQL) [LoriT@custom.travel]  
**Sent:** October 4, 2012 11:04 AM  
**To:** Jodi Tamayose  
**Subject:** FW: Invoice for VANESSA MACLEAN on 04OCT12

**From:** CUSTOM TRAVEL SOLUTIONS [mailto:INVOICE@CUSTOM.TRAVEL]  
**Sent:** October-04-12 10:53 AM  
**To:** Lori Toews (YQL)  
**Cc:** Invoices Email (SVC)  
**Subject:** Invoice for VANESSA MACLEAN on 04OCT12



ALBERTA HEALTH SERVICES  
[Redacted]

Custom Travel Solutions  
Ste 800, 2424 - 4th Street SW  
Calgary, Alberta T2S 2T4  
Phone: (403) 272-1000  
Fax: (403) 207-7911

Thursday, 04 Oct, 2012 12:52 PM EDT  
**Passengers:** DR VANESSA MACLEAN  
Agency Record Locator: KUDKAJ

**Invoice Number:** 0542838

[Click here](#) to view your itinerary/invoice or to add this trip to your calendar.

OTHER	Thursday, 04 Oct, 2012		
		INTEGRA COMMUTER PASS PURCHASE	
		10 ONE WAY TICKETS	
		LETHBRIDGE - EDMONTON OR RETURN	

THANK YOU FOR CHOOSING CUSTOM TRAVEL SOLUTIONS

**Ticket/Invoice Information**

Passenger Name: VANESSA MACLEAN  
Other charge: Total: 2506.20  
Charged to: [Redacted]  
  
Total Tickets: 0.00  
Total Other: 2506.20  
Total Amount: 2506.20

GST Tax on RESINTEGRA : 0.00  
Total GST Tax : 0.00

Gas

Canada  
Sept 24/12

ESSO EXPRESS PAY

ROCKY MTN. ESSO  
EDMON. INT. AIRPORT  
EDMONTON AB

Site #: 00303401  
2012/09/24 15:53  
MCARDFLEET

Auth# 175403-F  
Inv # TFHF4004  
Credit  
Pump#12 EREG  
Litres 14.257  
@ \$1.169/Ltr  
Fuel \$16.6

TL/NoTax \$16.6  
Total \$16.6  
GST In Fuel \$0.79

IMPORTANT - retain  
this copy for your  
records  
-  
THANK YOU

SL Philip Le...

PLACE FACE UP ON DASH

Impark Lot 154

Expiration Date/Time

EXP 06:00PM

OCT 04, 2012

Purchase Date/Time: 08:29am Oct 04, 2012  
 Total Parking: \$9.52  
 Total gst: \$0.48  
 Total Due: \$10.00  
 Total Paid: \$10.00  
 [Redacted], MasterCard  
 Ticket # 02480100  
 S/N #: 10008440035  
 Setting: Lot 154  
 Mach Name: Meter 1  
 GST #687316638RT0001

Rate: \$10 - Early Bird  
Payment Type: Card

Auth #: 103004

RECEIPT

Impark Lot 154

Expiration Date/Time: 06:00pm Oct 04, 2012  
Purchase Date/Time: 08:29am Oct 04, 2012

Total Parking: \$9.52  
 Total gst: \$0.48  
 Total Due: \$10.00  
 Total Paid: \$10.00  
 MasterCard  
 Ticket # 02480100  
 Setting: Lot 154  
 Mach Name: Meter 1

Rate: \$10 - Early Bird  
Payment Type: Card

Auth #: 103004

PARKING RECEIPT  
PARKING RECEIPT  
PARKING RECEIPT  
PARKING RECEIPT  
PARKING RECEIPT

SR Phip  
Leadersky

 **Sandman**  
HOTELS | INNS | SUITES

Sandman Hotel Edmonton  
17635 Stony Plain Road  
Edmonton Alberta T5S 1E3  
Tel: 780.483.1385  
www.sandmanhotels.com

PROPERTY: 01-025 Invoice #: 437423 Description: Guest Folio

Page: 1

Mail To: MacLean

Res. No. :   
Arrive: 03/10/2012 11:54pm  
Depart: 06/10/2012 11:00am  
Room: twnn 130  
Rate: 119.00

Group:  
Guest: Vanessa MacLean

Bill To: MacLean

Date	Description	Voucher	Amount
03/10/2012	Room Revenue	edm-130	119.00
03/10/2012	Destination Marketing Fee	edm-130	1.19
03/10/2012	Goods & Services Tax	edm-130	6.01
03/10/2012	Provincial Tourism Levy	edm-130	4.81
06/10/2012	Master Card	thank you	-131.01
Balance:			.00

Bill To: MacLean

Total Goods & Services Tax 6.01  
GST Registration # R 12176 7065 RT0001

Signature



Sandman Hotels, Inns & Suites, Limited | A Northland Company  
Head Office 310-1755 West Broadway, Vancouver, British Columbia, Canada V6J 4S5 T 604.730.6600 F 604.730.4645

www.sandmanhotels.com

# WATERTON



## INVOICE

<b>Bill To:</b> Alberta Health Services <span style="background-color: black; color: black;">[REDACTED]</span>	<b>Invoice #:</b> 5628 <b>Date:</b> October 22, 2012
<b>Contact:</b> Jodi Tamayose <b>Phone:</b> <span style="background-color: black; color: black;">[REDACTED]</span> <b>Email:</b> <a href="mailto:jodi.tamayose@albertahealthservices.ca">jodi.tamayose@albertahealthservices.ca</a>	<b>Issued by:</b> Alex Benova <b>Phone:</b> 403-859-2106 <b>Email:</b> <a href="mailto:alex@waymarker.ca">alex@waymarker.ca</a>

<b>Terms of Payment:</b>	Payment is due 30 days prior to arrival date.		
<b>Payment Method:</b>	Credit card or cheque		
<b>Payable to:</b>	Waterton Lakes Resort	<b>Arrival:</b>	October 12, 2012
<b>Due Date:</b>	September 12, 2012	<b>Departure:</b>	October 13, 2012

**Function:** South Zone Medical Staff Association Retreat 2012

Service:	Quantity:	Unit Price:	Ext. Price:	5% GST:	4% Tourism Levy:	15% Gratuity:	Total:	
<b>Accommodation:</b>								
* 9 x standard rooms for 1 night	9	109.00	981.00	49.05	39.24		1039.29	
Rooms for: Banmann, Brooks, Degen, Dininno, Farnan, Kwan, Senneker, Tamayose, Williams								
<b>Subtotals:</b>			981.00	49.05	39.24	0.00	1069.29	
<b>Meeting Room:</b>								
Pioneer/Prairie room, half day	Oct 12th	1	250.00	250.00	12.50		262.50	
Alpine = Vimy's Top level, half day	Oct 12th	1	200.00	200.00	10.00		210.00	
Cash bar set up	Oct 12th	1	150.00	150.00	7.50		157.50	
Discount for late set up	Oct 12th	1	-50.00	-50.00	-2.50		-52.50	
Pioneer/Prairie room, half day	Oct 13th	1	250.00	250.00	12.50		262.50	
<b>Subtotals:</b>			800.00	40.00	0.00	0.00	840.00	
<b>Meals:</b>								
PM Domestic Cheese Platter	Oct 12th	35	4.75	166.25	8.31	24.94	199.50	
PM Veggie Platter	Oct 12th	35	3.25	113.75	5.69	17.06	136.50	
PM Fruit Platter	Oct 12th	35	3.50	122.50	6.13	18.38	147.01	
PM Assorted pastry + juices	Oct 12th	35	4.95	173.25	8.66	25.99	207.90	
Western BBQ Buffet	Oct 12th	65	34.95	2271.75	113.59	340.76	2726.10	
Discount for not enough salads	Oct 12th	5	-34.95	-174.75	-8.74	-26.21	-209.70	
Deluxe Breakfast Buffet	Oct 13th	45	15.95	717.75	35.89	107.66	861.30	
AM Assorted pastry + juice	Oct 13th	35	4.95	173.25	8.66	25.99	207.90	
AM Fruit Platter	Oct 13th	35	3.50	122.50	6.13	18.38	147.01	
Bagged Lunch	Oct 13th	56	15.95	893.20	44.66		937.86	
Kids Bagged Lunch	Oct 13th	3	9.57	28.71	1.44		30.15	
<b>Subtotals:</b>			4608.16	230.42	0.00	552.95	5391.53	
			<b>Total:</b>	6389.16	319.47	39.24	552.95	7300.82
			<b>GST Exempt:</b>				319.47	
			<b>Deposit M/C ending 7873:</b>				1020.24	
			<b>Balance:</b>				5961.11	

GST EXEMPT  
 GST: 86 25 52 841 RT 0001

# Waterton Lakes Lodge Resort

101 Clematis Avenue  
Waterton Park, AB T0K 2M0  
Ph#1-403-859-2150/Fax#1-403-859-2229  
www.watertonlakeslodge.com

Dr Vanessa Maclean  
Calgary,

Room	Folio	CheckIn	CheckOut	Balance
1910		10/12/12	10/13/12	244.71
Incidental				

Date	Room	Description / Voucher	Charges	Credits	Balance
10/12/12	1910	Room Non-Taxable	200.00	0.00	200.00
10/12/12	1910	Tourism Levy - 4.000%	8.00	0.00	208.00
10/13/12	1910	Restaurant A Food - 4315	36.71	0.00	244.71
		Balance Due			244.71
		Summary and Taxes			
		Taxable Sales			200.00
		Tourism Levy 4.00%			8.00

*SZ x Maclean accommodation  
Phip retreat  
incorrectly charged  
credit provided*

**TRAVEL, HOSPITALITY & HOSTING EXPENSE CLAIM**

**SECTION A - Employee Details (for AHS Staff ONLY)**

Travel Period from: 1-Oct-12 to 31-Oct-12

- 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 Vanessa Maclean Position (Title) South Zone Medical Director Employee # (E-People) [redacted] Employee # (Legacy) [redacted]  
 Location CRH Dept Medical Affairs Union Business Phone # [redacted] Ext Out-of-Province Travel

What is your former legacy region (prior to AHS consolidation)?

Please click in cell and select from dropdown menu Chinook

**SECTION E Finance Coding & Total Claim**

**CAPITAL PROJECT CODING ONLY →**

Project Number \_\_\_\_\_ Project Task Number \_\_\_\_\_  
 Expenditure Organization \_\_\_\_\_ Expenditure Type \_\_\_\_\_

Total - Section B - Travel - Pg 2				
Pg	Bal Unit	Location	Functional Centre (FC)	Total
2A	101	0012	71110106000	\$1,261.49
2B				
2C				
2D				
				\$1,261.49

Total - Section C&D - Other & Foreign Expenses - Pg 3				
Bal Unit	Location	Functional Centre (FC)	Secondary/Expense	Total

TOTAL REIMBURSEMENT	
Total Section B	\$1,261.49
Total Section C&D	
Less Cash Advance	
<b>TOTAL CLAIM</b>	<b>\$1,261.49</b>

\*\*User to enter Coding & \$ amounts  
 NOTE: These fields do not automatically fill for Section C&D

**SECTION F Authorization**

If applicable, print the name of the person (other than claimant) that prepared the claim along with phone number so if there are any questions contact can be easily made. Employee and approval signatures required as well as DOFA level (delegation of authority level) and Position # of the approver.

Claim Prepared by (PRINT ONLY) Jodi Tamayose Phone # [redacted] Ext

I hereby certify that the expenses listed above are in accordance to applicable policies and was incurred on Alberta Health Services business and have not been previously claimed by me or on my behalf from Alberta Health Services or other organization.

Employee Signature \_\_\_\_\_ Date 31-Oct-12

I hereby certify that I have reviewed the expenses and they are in accordance with the applicable policies (Policy #'s CF-03, CF-04).

Approved claim form with receipts should be sent by the approver directly to Accounts Payable for processing.

Approved By (PRINT ONLY) Dr. David M. [Signature] DOFA Level 2a Position # EVP & CMO Phone # [redacted] Ext

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date NOV 6/2012

Approved By (PRINT ONLY) \_\_\_\_\_ DOFA Level \_\_\_\_\_ Position # \_\_\_\_\_ Phone # \_\_\_\_\_ Ext

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

JRS AS APP CALS SAT 7/10/12



