

## AHS Board and Executive Expense Report

**Name** Brenda Huband  
**Title** VP & Chief Health Operations Officer Central & Southern Alberta  
**Location** Calgary

Expenses submitted during the month of October 2017

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-17	P-Card	Meetings			921	617	1,538			
Oct-17	Expense Claim	Meetings			132	76	208			
Oct-17	Direct Billing	Meetings	1,179				1,179			
<b>Total</b>			\$ 1,179	\$ -	\$ 1,053	\$ 693	\$ 2,925	\$ -	\$ -	\$ -

**Total for the Month**      \$      2,925

Maximum daily single meal expense claimed in the month      \$      13  
Maximum daily base hotel rate claimed in the month      \$      164  
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 P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 1,537.80								
9/25/2017	Taxi from YEG to Westin Hotel Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	AB - Local	Taxi	\$ 66.00	YEG	Westin Hotel, Edmonton	Taxi from YEG to Westin Hotel Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	1			
9/25/2017	Accommodations at Westin Hotel, Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	AB - Local	Accommodations	\$ 184.13			Accommodations at Westin Hotel, Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	1			
9/26/2017	Taxi from SSP to YEG - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO - traveled with Dr. T. Braun	AB - Local	Taxi	\$ 66.00	SSP	YEG	Taxi from SSP to YEG - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO - traveled with Dr. T. Braun	1			
9/26/2017	Parking at YYC - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	AB - Local	Parking - Lot or Parkade	\$ 58.70			Parking at YYC - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	1			
10/2/2017	Edmonton - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	AB - Local	Accommodations	\$ 552.39			Accommodation at Westin Hotel, Edmonton - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	3			
10/2/2017	Taxi from YEG to Westin, Edmonton - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	AB - Local	Taxi	\$ 66.00	YEG	Westin Edmonton	Taxi from YEG to Westin, Edmonton - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	1			
10/5/2017	Parking YEG - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	AB - Local	Parking - Lot or Parkade	\$ 117.40			Parking YEG - in Edmonton to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT learning session	4			

## AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 1,537.80									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
10/9/2017	Taxi from YEG to Westin, Edmonton - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	AB - Local	Taxi	\$ 66.00	YEG	Westin Edmonton	Taxi from YEG to Westin, Edmonton - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	1				
10/9/2017	Accommodations Westin Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	AB - Local	Accommodations	\$ 184.13			Accommodations Westin Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	1				
10/10/2017	Taxi from SSP to YEG - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	AB - Local	Taxi	\$ 66.00	SSP	YEG	Taxi from SSP to YEG - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	1				
10/10/2017	Parking at YYC - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	AB - Local	Parking - Lot or Parkade	\$ 45.05			Parking at YYC - in Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	1				
10/16/2017	Taxi from YEG to Westin Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with DYAD partners	AB - Local	Taxi	\$ 66.00	YEG	Westin Edmonton	Taxi from YEG to Westin Edmonton - in Edmonton to attend ELT, ELT Budget meeting and meeting with DYAD partners	1				
<b>Approver(s) for the claim</b>		<b>Approval Status</b>		<b>Approval Date</b>								
YIU, VERNA		Approve		31-Oct-17								

LINE 1

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

LINE 2

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

LINE 7

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/09/25  
TIME 2599 19:40:38  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/09/26  
TIME 5352 16:33:07  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/10/02  
TIME 0056 21:49:17  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

\$66.00

PURCHASE  
TOTAL

\$66.00

PURCHASE  
TOTAL

\$66.00

MasterCard

MasterCard

MasterCard

APPROVED

AUTH# [REDACTED]  
THANK YOU

APPROVED

AUTH# [REDACTED]  
THANK YOU

APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

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GST 73871 2892 RT0001

GST 73871 2892 RT0001

GST#819813700

RECEIPT  
GST NO. R122556194

LINE 4

TKT NO: [REDACTED]  
POF: [REDACTED]  
IN: 09/25/17 16:15  
OUT: 09/26/17 19:29  
PAID: \$ 58.70  
DURATION: 1 03: 14  
(GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN.  
TO EXIT

RECEIPT  
GST NO. R122556194

LINE 6

TKT NO: [REDACTED]  
POF: CS0  
IN: 10/02/17 15:25  
OUT: 10/05/17 18:45  
PAID: \$ 117.40  
DURATION: 3 03: 20  
(GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN.  
TO EXIT

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband  
Alberta Health Services li

Page Number : 1 Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 25-SEP-17 20:06  
Depart Date : 26-SEP-17 06:16  
No. Of Guest : 1  
Room Number : [REDACTED]  
Club Account : [REDACTED]

Tax Invoice

Tax ID : 815461330RT0001 [REDACTED]  
The Westin Edmonton SEP-26-2017 06:20 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
25-SEP-17	[REDACTED]	Room Charge	164.00	
25-SEP-17	[REDACTED]	GST	8.45	
25-SEP-17	[REDACTED]	Destination Marketing Fee	4.92	
25-SEP-17	[REDACTED]	Tourism Levy	6.76	
26-SEP-17	[REDACTED]	Mastercard-[REDACTED]		-184.13

Approve EMV Receipt for MC [REDACTED] PIN Verified  
Application Label:MasterCard

\*\* Total 184.13 -184.13  
\*\*\* Balance -0.00

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at westin.com/newbalance

Continued on the next page

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband  
 Alberta Health Services li

Page Number : 2 Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 25-SEP-17 20:06  
 Depart Date : 26-SEP-17 06:16  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

As a Starwood Preferred Guest you have earned at least [REDACTED] Starpoints for this visit [REDACTED]

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
09-25-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
09-26-2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-184.13
Total	164.00	8.45	6.76	0.00	0.00	4.92	184.13	-184.13

LINE 5

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband

Page Number : 1 Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 02-OCT-17 21:51  
Depart Date : 05-OCT-17 06:08  
No. Of Guest : 1  
Room Number : [REDACTED]  
Club Account : [REDACTED]

Tax Invoice

Tax ID : 815461330RT0001  
The Westin Edmonton OCT-05-2017 06:10 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
02-OCT-17	[REDACTED]	Room Charge	164.00	
02-OCT-17	[REDACTED]	GST	8.45	
02-OCT-17	[REDACTED]	Destination Marketing Fee	4.92	
02-OCT-17	[REDACTED]	Tourism Levy	6.76	
03-OCT-17	[REDACTED]	Room Charge	164.00	
03-OCT-17	[REDACTED]	GST	8.45	
03-OCT-17	[REDACTED]	Destination Marketing Fee	4.92	
03-OCT-17	[REDACTED]	Tourism Levy	6.76	
04-OCT-17	[REDACTED]	Room Charge	164.00	
04-OCT-17	[REDACTED]	GST	8.45	
04-OCT-17	[REDACTED]	Destination Marketing Fee	4.92	
04-OCT-17	[REDACTED]	Tourism Levy	6.76	
05-OCT-17	[REDACTED]	Mastercard-[REDACTED]		-552.39

Approve EMV Receipt for MC [REDACTED] PIN Verified

Application Label:MasterCard

Continued on the next page

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband

Page Number	:	2	Invoice Nbr	:	[REDACTED]
Guest Number	:	[REDACTED]			
Folio ID	:	[REDACTED]			
Arrive Date	:	02-OCT-17	21:51		
Depart Date	:	05-OCT-17	06:08		
No. Of Guest	:	1			
Room Number	:	[REDACTED]			
Club Account	:	[REDACTED]			

** Total	552.39	-552.39
*** Balance	0.00	

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at [westin.com/newbalance](http://westin.com/newbalance)

As a Starwood Preferred Guest you have earned at least [REDACTED] Starpoints for this visit [REDACTED]

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)


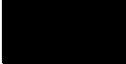
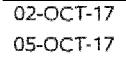

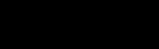
Continued on the next page



The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband

Page Number : 3 Invoice Nbr :   
 Guest Number :   
 Folio ID :   
 Arrive Date : 02-OCT-17 21:51  
 Depart Date : 05-OCT-17 06:08  
 No. Of Guest : 1  
 Room Number :   
 Club Account : 

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
10-02-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
10-03-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
10-04-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
10-05-2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-552.39
	-----	-----	-----	-----	-----	-----	-----	-----
Total	492.00	25.35	20.28	0.00	0.00	14.76	552.39	-552.39

LINE 8

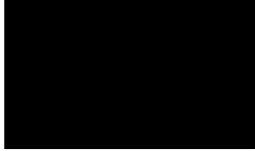
ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/10/09  
TIME 2326 20:02:46  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

\$66.00

MasterCard



APPROVED

AUTH# [REDACTED]  
THANK YOU

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IMPORTANT - RETAIN THIS  
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GST 73871 2892 RT0001

LINE 9

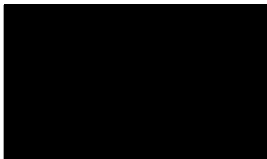
ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/10/10  
TIME 0591 16:18:30  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

\$66.00

MasterCard



APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
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GST 73871 2892 RT0001

LINE 12

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/10/16  
TIME 2351 21:53:44  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

\$66.00

MasterCard



APPROVED

AUTH# [REDACTED]  
THANK YOU

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IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST 73871 2892 RT0001

RECEIPT  
GST NO. R122556194

LINE 10

TKT NO [REDACTED]  
POF: CSZ  
IN: 10/09/17 16:23  
OUT: 10/10/17 19:18  
PAID: \$ 45.05  
DURATION: 1 02: 55  
(GST INCLUDED)

MASTERCARD



YOU HAVE 10 MIN.  
TO EXIT

LINE 11

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband  
Alberta Health Services li  
[Redacted]

Page Number : 1 Invoice Nbr : [Redacted]  
Guest Number : [Redacted]  
Folio ID : [Redacted]  
Arrive Date : 09-OCT-17 20:07  
Depart Date : 10-OCT-17 06:12  
No. Of Guest : 1  
Room Number : [Redacted]  
Club Account : [Redacted]

Tax Invoice

Tax ID : 815461330RT0001  
The Westin Edmonton OCT-10-2017 06:20 [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
09-OCT-17	[Redacted]	Room Charge	164.00	
09-OCT-17	[Redacted]	GST	8.45	
09-OCT-17	[Redacted]	Destination Marketing Fee	4.92	
09-OCT-17	[Redacted]	Tourism Levy	6.76	
10-OCT-17	[Redacted]	Mastercard-[Redacted]		-184.13

Approve EMV Receipt for MC-[Redacted] PIN Verified  
[Redacted]  
Application Label:MasterCard

\*\* Total 184.13 -184.13  
\*\*\* Balance -0.00

FIND CLARITY, BOOST HAPPINESS - Like a gym membership for your mind, Headspace gives you simple tools to feel happier, work smarter and sleep better. Get some Headspace at [westin.com/headspace](http://westin.com/headspace)

Continued on the next page

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454



Brenda Huband  
 Alberta Health Services If  
 [Redacted]

Page Number : 2 Invoice Nbr : [Redacted]  
 Guest Number : [Redacted]  
 Folio ID : [Redacted]  
 Arrive Date : 09-OCT-17 20:07  
 Depart Date : 10-OCT-17 06:12  
 No. Of Guest : 1  
 Room Number : [Redacted]  
 Club Account : [Redacted]

As a Starwood Preferred Guest you have earned at least [Redacted] Starpoints for this visit [Redacted]

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

EXPENSE SUMMARY REPORT

Currency: CAD

DATE	Room	Tax	Tip	Other	Subtotal	Net	Balance	Balance
10-09-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
10-10-2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-184.13
<b>Total</b>	<b>164.00</b>	<b>8.45</b>	<b>6.76</b>	<b>0.00</b>	<b>0.00</b>	<b>4.92</b>	<b>184.13</b>	<b>-184.13</b>

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 207.75									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
9/25/2017	Travel from SPTT to YYC and return - fly to Edmonton and return to attend ELT, ELT Budget meeting and meeting with CEO		Mileage-Local-Home Zone	\$ 25.25	SPTT	YYC and return	Travel from SPTT to YYC and return - fly to Edmonton and return to attend ELT, ELT Budget meeting and meeting with CEO	1			50	
9/26/2017	In Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	AB - Other Zones	Meals Per Diem	\$ 13.00			In Edmonton to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO Lunch \$13.00	2				
10/2/2017	Travel from SPTT to YYC and return - fly to Edmonton and back to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT Learning Sessi		Mileage-Local-Home Zone	\$ 25.25	SPTT	YYC and return	Travel from SPTT to YYC and return - fly to Edmonton and back to attend Senior Leaders meeting, Ministers Continuing Care Forum and ELT Learning Session	1			50	
10/3/2017	In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session	AB - Local	Meals Per Diem	\$ 24.00			In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session Dinner \$24.00	1				
10/4/2017	In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session	AB - Local	Meals Per Diem	\$ 47.50			In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1				
10/5/2017	In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session	AB - Local	Meals Per Diem	\$ 47.50			In Edmonton to attend Senior Leader's meeting, Ministers Continuing Care Forum and ELT Learning Session Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1				

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 207.75

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/9/2017	SPTT to YYC and return - fly to Edmonton and return to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO		Mileage-Local-Home Zone	\$ 25.25	SPTT	YYC and return	SPTT to YYC and return - fly to Edmonton and return to attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	1			50

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	31-Oct-17

## 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**

<b>Name :</b>	Brenda Huband	<b>Reporting Period for the Month of :</b>	Sept - Oct 2017
---------------	---------------	--	-----------------

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
2-Oct-2017	Direct Billing	Airline Ticket	Accommodation in Edmonton - charge to extend accommodation - was in Edmonton to attend Senior Leader's meeting and meeting with minister's office - added ELT learning session October 5	Marlin Travel	19.00
2-Oct-2017	Direct Billing	Airline Ticket	Travel from Calgary to Edmonton and Return - change charge to change ticket departing Edmonton October 5 - originally booked for October 4 but needed to attend ELT learning session on October 5	Marlin Travel	150.00
3-Oct-2017	Direct Billing	Airline Ticket	Travel from Calgary to Edmonton and Return - attend ELT,ELT Budget meeting, meeting with Minister's office and learning session on October 5	Marlin Travel	315.56
25-Sep-2017	Direct Billing	Airline Ticket	Travel from Calgary to Edmonton and Return - attend ELT, ELT Budget meeting, meeting with UNA and meeting with CEO	Marlin Travel	309.76
21-Sep-2017	Direct Billing	Airline Ticket	Travel from Calgary to Edmonton and return - attend Quality Safety Outcomes Improvement in person Executive meeting and meeting with CEO	Marlin Travel	309.76
<b>Total Paid in the Month</b>					<b>\$ 1,104.08</b>

## 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**

<b>Name :</b> Brenda Huband	<b>Reporting Period for the Month of :</b> Sept-Oct 2017
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
2-Oct-2017	Direct Billing	Airline Ticket	Change fee to change travel from Oct 2-4 (originally booked for Oct 2 - 3) - attend Senior Leader meeting, Minister's Continuing Care forum and ELT Learning Session	Marlin Travel	75.00
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
<b>Total Paid in the Month</b>					<b>\$ 75.00</b>





**Invoice**

ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER 10030-107 ST EDMONTON, AB T5J 3E4 CANADA	<b>Trip #:</b> [REDACTED] <b>Booking Date:</b> 26 Oct 17 <b>Client:</b> [REDACTED] <b>Agent:</b> [REDACTED]
<b>File Locator:</b>	

**PASSENGERS:** MS. BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA ONLINE Confirmation # [REDACTED]	150.00	0.00	\$0.00	0.00	0.00	150.00 CAD
AIR CANADA ONLINE Confirmation # [REDACTED]	19.00	0.00	\$0.00	0.00	0.00	19.00 CAD
<b>Total:</b>	<b>169.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>169.00 CAD</b>

**PAYMENTS**

Invoice #	Payment Date	Card Holder	Form of Payment	Amount
[REDACTED]	10/26/2017		[REDACTED]	150.00 CAD
	10/26/2017			19.00 CAD
<b>Total Payment:</b>				<b>169.00 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

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

Trip #: [REDACTED]  
Booking Date: 26 Oct 17  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator:

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA HUBAND

Booking Date: 10/26/2017  
File Locator/Ticket #: [REDACTED]

From: CALGARY INTL  
To: [REDACTED]  
Departing on: 08/04/2017  
Returning on: [REDACTED]



AIR

Passengers: BRENDA HUBAND

Booking Date: 10/26/2017  
File Locator/Ticket #: [REDACTED]

From: CALGARY INTL  
To: [REDACTED]  
Departing on: 08/04/2017  
Returning on: [REDACTED]



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 25 Jul 17 Client: [REDACTED] Agent: [REDACTED]  File Locator: [REDACTED]
--	--

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	240.60	0.00	\$0.00	74.96	0.00	315.56 CAD
<b>Total:</b>	<b>240.60</b>	<b>0.00</b>	<b>0.00</b>	<b>74.96</b>	<b>0.00</b>	<b>315.56 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/25/2017	[REDACTED]	[REDACTED]	315.56 CAD
<b>Total Payment:</b>					<b>315.56 CAD</b>

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL ELT

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL

\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\* \*\*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 -----

---AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. ----- \*\*\*\*PLEASE NOTE CHECKIN TIMES\*\*\*\*\* \*\*DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR \*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

GOVERNMENT CENTRE  
 MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8  
 Tél.: 780 425 8611  
 GST REG# 88510191

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 25 Jul 17  
Client: [REDACTED]  
Agent: [REDACTED]  
File Locator: [REDACTED]

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers:	Booking Date:
BRENDA HUBAND	12/28/2016

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08225	CALGARY INTL		EDMONTON INTL	G		
		10/03/2017 7:35PM		10/03/2017 8:25PM			



AIR

Passengers:	Booking Date:
BRENDA HUBAND	12/28/2016

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08153	EDMONTON INTL		CALGARY INTL	G		
		10/04/2017 6:10PM		10/04/2017 7:03PM			



Invoice

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 31 Aug 17  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket [REDACTED]	234.80	0.00	\$0.00	74.96	0.00	309.76 CAD
<b>Total:</b>	<b>234.80</b>	<b>0.00</b>	<b>0.00</b>	<b>74.96</b>	<b>0.00</b>	<b>309.76 CAD</b>

PAYMENTS

Invoice #	Payment Date	Card Holder	Form of Payment	Amount
[REDACTED]	08/31/2017	[REDACTED]	[REDACTED]	309.76 CAD
<b>Total Payment:</b>				<b>309.76 CAD</b>

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL ELT

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
\*\*\*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

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 31 Aug 17  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator: [REDACTED]

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA HUBAND

Booking Date: 08/31/2017  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08154	CALGARY INTL 09/25/2017 6:35PM		EDMONTON INTL 09/25/2017 7:25PM	G		



AIR

Passengers: BRENDA HUBAND

Booking Date: 08/31/2017  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08153	EDMONTON INTL 09/26/2017 6:10PM		CALGARY INTL 09/26/2017 7:03PM	G		

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Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 05 Sep 17 Client: [REDACTED] Agent: [REDACTED]  File Locator: [REDACTED]
--	--

PASSENGERS: MS BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	234.80	0.00	\$0.00	74.96	0.00	309.76 CAD
<b>Total:</b>	<b>234.80</b>	<b>0.00</b>	<b>0.00</b>	<b>74.96</b>	<b>0.00</b>	<b>309.76 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	09/05/2017		[REDACTED]	309.76 CAD
				Total Payment:	309.76 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL SITE VISITS

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
 \*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\* \*\*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 -----  
 ---AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. ----- \*\*\*\*PLEASE NOTE CHECKIN TIMES\*\*\*\*\* \*\*DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR \*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

GOVERNMENT CENTRE  
 MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8  
 Tél.: 780 425 8611  
 GST REG# 88510191

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 05 Sep 17  
Client: [REDACTED]  
Agent: [REDACTED]  
File Locator: [REDACTED]

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada

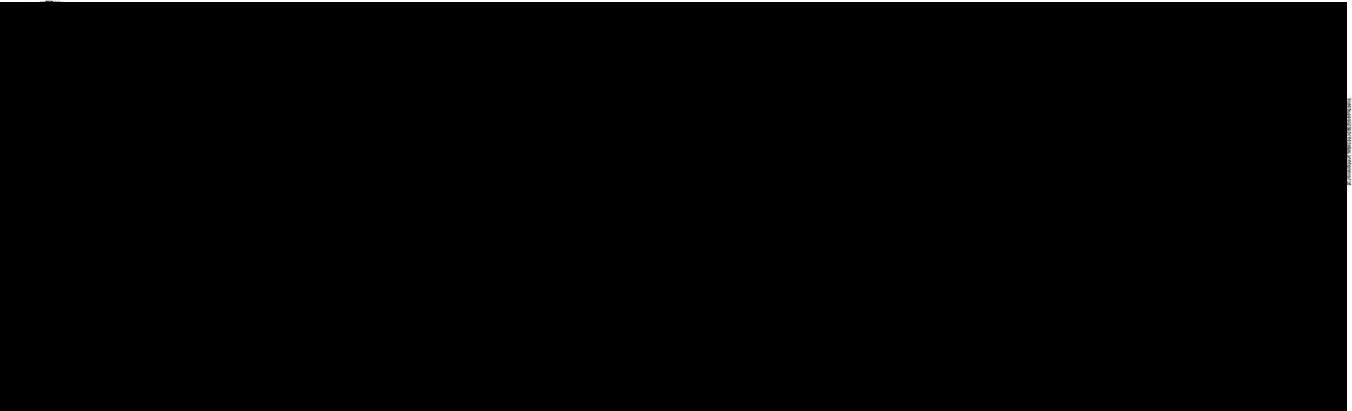


AIR

Passengers:	Booking Date:
BRENDA HUBAND	09/05/2017

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08154	CALGARY INTL		EDMONTON INTL	G		
		09/21/2017 6:35PM		09/21/2017 7:25PM			



AIR

Passengers:	Booking Date:
BRENDA HUBAND	09/05/2017

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08151	EDMONTON INTL		CALGARY INTL	G		
		09/22/2017 3:35PM		09/22/2017 4:28PM			





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**Invoice**

ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER 10030-107 ST EDMONTON, AB T5J 3E4 CANADA	<b>Trip #:</b> [REDACTED] <b>Booking Date:</b> 05 Sep 17 <b>Client:</b> [REDACTED] <b>Agent:</b> [REDACTED]
<b>File Locator:</b>	

**PASSENGERS:** MS. BRENDA HUBAND

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA ONLINE CHANGE FEE Confirmation # [REDACTED]	75.00	0.00	\$0.00	0.00	0.00	75.00 CAD
<b>Total:</b>	<b>75.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75.00 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	09/05/2017		[REDACTED]	75.00 CAD
<b>Total Payment:</b>					<b>75.00 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

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

Trip #: [REDACTED]  
Booking Date: 05 Sep 17  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator:

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA HUBAND	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA HUBAND	Booking Date: 05/09/17
	File Locator/Ticket #: [REDACTED]

From: CALGARY INTL  
To:

Departing on:  
Returning on: