

## AHS Board and Executive Expense Report

**Name** Nancy Guebert  
**Title** Chief Program Officer Cancer Control Alberta  
**Location** Calgary

Expenses submitted during the month of July 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)
Jul-17	P-Card	Meetings			524	319	843			
Jul-17	Expense Claim	Meetings		37		166	203			
Jul-17	Direct Billing	Meetings	461				461			
<b>Total</b>			\$ 461	\$ 37	\$ 524	\$ 485	\$ 1,507	\$ -	\$ -	\$ -

**Total for the Month** \$ 1,507

Maximum daily single meal expense claimed in the month \$ 24  
 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								
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 843.20								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/19/2017	Parking at YYC airport June 19-22nd	AB - Local	Parking - Lot or Parkade	\$ 88.05			In person Snr Leaders and CCA meetings in Edmonton June 19-22	1			
6/20/2017	Attend CCA meetings in person in Edmonton	AB - Local	Taxi	\$ 80.50	YYC Airport	Westin Hotel	Attended Senior Leaders meeting and other CCA meetings June 20-21	1			
6/20/2017	Attend CCA in person meetings in Edmonton	AB - Local	Accommodations	\$ 368.26			June 20th and 21st meetings in Edmonton overnight needed to attend	2			
6/21/2017	Attend Senior Leaders Meeting	AB - Local	Accommodations	\$ 156.06			Overnight to accommodate early time start of meeting	1			
6/22/2017	Senior leaders and CCA mtgs in Edmonton	AB - Local	Taxi	\$ 75.90	Westin Hotel	YEG Airport	Return to Calgary after Edmonton based meetings	1			
6/22/2017	Attend Executive Education Presentations	AB - Local	Parking - Lot or Parkade	\$ 19.00			Presentations of Executive Education Program at UofC downtown location	1			
6/30/2017	Taxi from Airport after flight cancellation	AB - Local	Taxi	\$ 55.43	YYC Airport	TBCC	Flight cancel required transport to TBCC office	1			
Approver(s) for the claim		Approval Status		Approval Date							
BELANGER, FRANCOIS		Approve		25-Jul-17							

GREATER EDMONTON TAXI SERVICE  
10135 31 AVE NW  
EDMONTON AB

#1

CARD TYPE MASTERCARD  
DATE 2017/06/20  
TIME 0230 17:10:17  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$70.00  
TIP \$10.50  
TOTAL \$80.50

MasterCard [REDACTED]

APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3477  
BARREL TAXI 780.486.486  
EDMTAXI.COM  
GST 100403070

#1 TAXI - AIRPORT TO WESTIN R FOR JUNE 21ST MTGS.

RENAISSANCE HOTELS

#2 GUEST FOLIO ACCOMMODATIONS FOR SENIOR LEADERS MTG

JUNE 20TH

Room Name: [REDACTED] GUEBERT/NANCY/MS  
Rate: 139.00  
Depart Time: 06/20/17 08:34  
Type: GQ  
Arrive Time: 06/19/17 18:11  
51

ACCT# [REDACTED]

Room Clerk Address

Payment

RWD#:

DATE	REFERENCE	CHARGES	CREDIT	BALANCE DUE
06/19	ROOM	1	139.00	
06/19	DMF	1	4.17	
06/19	GST	1	7.16	
06/19	TRSM LEV	1	5.73	
06/20	CCARD-MC			156.06

PAYMENT RECEIVED BY: MASTERCARD

.00

WANT YOUR FINAL HOTEL BILL BY EMAIL? JUST ASK THE FRONT DESK!  
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

PARKING RECEIPT

Parking Ed. Presentation  
GOC  
#3  
RECEIPT  
AFTER HOUR ENTRY 3241

Stall # 105  
06:00 AM  
JUN 23, 2017

Purchase Date/Time: 09:29am Jun 22, 2017  
Total Due: \$19.00 Rate: EARLY BIRD + EVENING  
Total Paid: \$19.00 Payment Type: Card  
Ticket [REDACTED]  
S/N #: [REDACTED]  
Settings: Lot 282  
Mach Name: Lot 282-3

MasterCard  
Auth #: [REDACTED]

GST REG #R102466000

#3 PARKING DOWNOWN  
4yo TO ATTEND  
EXECUTIVE EDUCATION  
PROGRAM PRESENTATIONS

#7) Taxi from YYC to  
TBCC due to  
flight cancellation

ASSOCIATED CAB #7  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1029

SALE

MID: [REDACTED]  
TID: [REDACTED] REF#: [REDACTED]  
Batch #: [REDACTED] SEQ: [REDACTED]  
06/30/17 07:22:17  
APPR CODE: [REDACTED]  
MASTERCARD  
[REDACTED]

AMOUNT \$48.20  
TIP \$7.23  
TOTAL \$55.43

00 - APPROVED - 001

MasterCard  
[REDACTED]

THANK YOU  
CUSTOMER COPY

RECEIPT  
GST NO. R122556194

#6

TKT NO: [REDACTED]  
POF: C54  
IN: 06/19/17 15:21  
OUT: 06/22/17 08:48  
PAID: \$ 88.05  
DURATION: 2 17: 27  
(GST INCLUDED)

MASTERCARD  
[REDACTED]

YOU HAVE 10 MIN.  
TO EXIT



#6 PARKING AT YYC  
AIRPORT JUNE 19-22  
SUR. LEADERS &  
CEA MTGS IN  
EDMONTON

#5  
PRESTIGE TRANSPORTATION  
10135 31 AVE NW  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2017/06/22  
TIME 0159 06:11:18  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$66.00  
TIP \$9.90  
TOTAL \$75.90

MasterCard  
[REDACTED]

APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000  
GOPRESTIGE.CA  
GST 862184769

#5 TAXI FROM  
SUR LEADERS MTG  
TO WESTIN HOTEL

#4 JUNE 20-21 - ACCOMMODATIONS  
TO ATTEND CCA MTGS IN PERSON

#4

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

**WESTIN**<sup>®</sup>  
HOTELS & RESORTS

Nancy Guebert  
Alberta Health Services li

Page Number : 1 Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 20-JUN-17 17:12  
Depart Date : 22-JUN-17 05:43  
No. Of Guest : 1  
Room Number : [REDACTED]  
Club Account : [REDACTED]

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton JUN-22-2017 05:50 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
20-JUN-17	[REDACTED]	Room Charge	164.00	
20-JUN-17	[REDACTED]	GST	8.45	
20-JUN-17	[REDACTED]	Destination Marketing Fee	4.92	
20-JUN-17	[REDACTED]	Tourism Levy	6.76	
21-JUN-17	[REDACTED]	Room Charge	164.00	
21-JUN-17	[REDACTED]	GST	8.45	
21-JUN-17	[REDACTED]	Destination Marketing Fee	4.92	
21-JUN-17	[REDACTED]	Tourism Levy	6.76	
22-JUN-17	[REDACTED]	Mastercard-		-368.26

Approve EMV Receipt for MC [REDACTED] PIN Verified

Application Label:MasterCard

\*\* Total 368.26 -368.26 ✓  
\*\*\* Balance 0.00

Continued on the next page

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



Nancy Guebert  
 Alberta Health Services li

Page Number : 2 Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 20-JUN-17 17:12  
 Depart Date : 22-JUN-17 05:43  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

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)

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	Tax	Tour/Conv	Resort Fee	Phone	Other	Total	Payment
06-20-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
06-21-2017	164.00	8.45	6.76	0.00	0.00	4.92	184.13	0.00
06-22-2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-368.26

Continued on the next page

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 202.67									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
5/24/2017	Attend COEC meeting at Southport		Mileage-Local-Home Zone	\$ 8.08	Southport	TBCC	Meeting to be attended in person	1			16	
5/25/2017	Attend Volunteer Appreciation & Award in Edmonton		Mileage-Local-Home Zone	\$ 37.37	Home	Calgary Airport	2 way travel between home and airport	1			74	
5/31/2017	Town Hall Meetings in South Zone		Mileage-Local-Home Zone	\$ 13.64	TBCC	Calgary Airport	Travel required to conduct in person town hall mtgs in South Zone	1			27	
5/31/2017	Attend Town Hall Meetings in South Zone	AB - Other Zones	Meals Per Diem	\$ 24.00			Due to flight schedules overnight required to meet following morning Dinner \$24.00	1				
6/1/2017	In person Town Hall Meetings South Zone		Mileage-Local-Home Zone	\$ 18.69	Calgary Airport	Home SW Calgary	Travel required upon return from town hall meetings	1			37	
6/1/2017	Attend Town Hall Meetings in South Zone	AB - Other Zones	Meals Per Diem	\$ 13.00			Due to meeting schedule lunch required	1				
6/5/2017	Attend President's Excellence Awards in Edmonton		Mileage-Local-Home Zone	\$ 18.69	Home SW Calgary	Calgary Airport	invitation accepted from CEOs office Lunch \$13.00	1			37	

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 202.67

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/7/2017	Presidents' Awards and addition CCA mtgs in Edmonton		Mileage-Local-Home Zone	\$ 18.69	Calgary Airport	Home SW Calgary	Return home from Edmonton mtgs	1			37
6/17/2017	Attended PAC C meetings in Edmonton over the weekend		Mileage-Local-Home Zone	\$ 18.69	Calgary Airport	Home SW Calgary	Travel home from weekend mtgs in Edmonton	1			37
6/19/2017	Attend Snr Leaders meeting in Edmonton		Mileage-Local-Home Zone	\$ 13.64	TBCC	Calgary Airport	In person attendance at Snr Leaders mtg	1			27
6/22/2017	Attend AHS Exec Education Program Presentations		Mileage-Local-Home Zone	\$ 10.10	Calgary Airport	UofC Downtown Campus	Attend AHS Exec Edu Program	1			20
7/12/2017	Attend Performance Appraisal		Mileage-Local-Home Zone	\$ 8.08	TBCC	Southport	Attend PA meeting	1			16

Approver(s) for the claim	Approval Status	Approval Date
BELANGER, FRANCOIS	Approve	17-Jul-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> Nancy Guebert	<b>Reporting Period for the Month of :</b> June 21, 2017 to July 20, 2017
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
Jun 21 2017	Direct Billing	Airline Ticket	Change fees for earlier return from Senior Leaders and other CCA meetings in Edmonton	Marlin Travel	113.00
July 17 2017	Direct Billing	Airline Ticket	Attend Provincial Breast Health Initiative meeting in Edmonton Aug 3rd	Marlin Travel	347.86
<b>Total Paid in the Month</b>					<b>\$ 460.86</b>

**Invoice**

ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER 10030-107 ST EDMONTON, AB T5J 3E4 CANADA	Trip #: <span style="background-color: black; color: black;">[REDACTED]</span> Booking Date: 21 Jun 17 Client: <span style="background-color: black; color: black;">[REDACTED]</span> Agent: <span style="background-color: black; color: black;">[REDACTED]</span>  File Locator:
---	---

**PASSENGERS:** MS. NANCY GUEBERT

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA ONLINE Confirmation # <span style="background-color: black; color: black;">[REDACTED]</span>	38.00	0.00	\$0.00	0.00	0.00	38.00 CAD
AIR CANADA ONLINE Confirmation # <span style="background-color: black; color: black;">[REDACTED]</span>	75.00	0.00	\$0.00	0.00	0.00	75.00 CAD
<b>Total:</b>	<b>113.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>113.00 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	<span style="background-color: black; color: black;">[REDACTED]</span>	06/21/2017		<span style="background-color: black; color: black;">[REDACTED]</span>	38.00 CAD
	<span style="background-color: black; color: black;">[REDACTED]</span>	06/21/2017		<span style="background-color: black; color: black;">[REDACTED]</span>	75.00 CAD
		<b>Total Payment:</b>			<b>113.00 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00



Invoice

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

Trip #:
Booking Date: 17 Jul 17
Client:
Agent:

File Locator:

PASSENGERS: MS NANCY GUEBERT

Table with columns: REFERENCE/ DESCRIPTION, FARE, HST/GST, PST, OTHER TAXES, PENALTY, TOTAL. Row 1: AIR CANADA Ticket #, 272.90, 0.00, \$0.00, 74.96, 0.00, 347.86 CAD. Row 2: Total: 272.90, 0.00, 0.00, 74.96, 0.00, 347.86 CAD.

Table with columns: Invoice #, Payment Date, Card Holder, Form of Payment, Amount. Row 1: Invoice #, 07/17/2017, Form of Payment, 347.86 CAD. Row 2: Total Payment: 347.86 CAD.

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL IN PERSON MEETINGS

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: 17 Jul 17  
Client: [REDACTED]  
Agent: [REDACTED]  
File Locator: [REDACTED]

MY ITINERARY

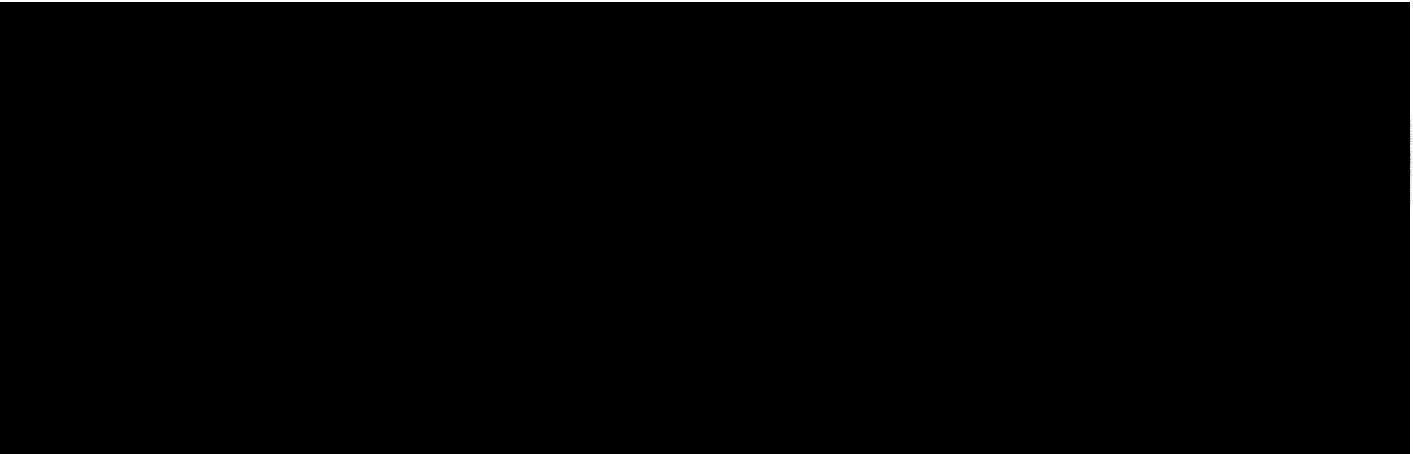
Passengers	Citizenship	Required Travel Documents
NANCY GUEBERT	Not Specified	Not Specified

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



Passengers: NANCY GUEBERT  
Booking Date: 07/17/2017  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08152	CALGARY INTL		EDMONTON INTL	G		
		08/03/2017 5:05PM		08/03/2017 5:55PM			



Passengers: NANCY GUEBERT  
Booking Date: 07/17/2017  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08147	EDMONTON INTL		CALGARY INTL	G		
		08/04/2017 11:35AM		08/04/2017 12:32PM			