

AHS Board and Executive Expense Report

Name Nancy Guebert
Title Chief Program Officer Cancer Control Alberta
Location Calgary
 Expenses submitted during the month of August 2018

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)
Aug-18	P-Card	Meetings			402	29	431			
Aug-18	Direct Billing	Meetings	593				593			
Total			\$ 593	\$ -	\$ 402	\$ 29	\$ 1,024	\$ -	\$ -	\$ -

Total for the Month \$ 1,024

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 179
 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	\$ 431.27									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/25/2018	Attend Grand Opening of MEYCC in Med Hat	AB - Local	Parking - Lot or Parkade	\$ 29.35			Personal vehicle to YYC airport/parking required	1				
8/15/2018	Attend CCI 50th Anniversary Golf Tournament/Fundraiser	AB - Other Zones	Accommodations	\$ 401.92			Accommodations for CCI 50th Anniversary Golf Tournament/Fundraiser	2				
Approver(s) for the claim		Approval Status	Approval Date									
BELANGER, FRANCOIS		Approve	23-Aug-18									

② ACCOMMODATIONS AUG 15/16TH
 CCI GOLF TOURNAMENT/
 FUNDRAISER.

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

WESTIN®

HOTELS & RESORTS

Nancy Guebert
 Alberta Health Services li

Page Number : 1 Invoice Nbr : [REDACTED]
 Guest Number : [REDACTED]
 Folio ID : [REDACTED]
 Arrive Date : 15-AUG-18 18:07
 Depart Date : 17-AUG-18 12:34
 No. Of Guest : 1
 Room Number : [REDACTED]
 Club Account : [REDACTED]

Tax Invoice

Tax ID : 815461330RT0001
 The Westin Edmonton AUG-17-2018 12:40 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
15-AUG-18	[REDACTED]	Room Charge	179.00	
15-AUG-18	[REDACTED]	GST	9.22	
15-AUG-18	[REDACTED]	Destination Marketing Fee	5.37	
15-AUG-18	[REDACTED]	Tourism Levy	7.37	
16-AUG-18	[REDACTED]	Room Charge	179.00	
16-AUG-18	[REDACTED]	GST	9.22	
16-AUG-18	[REDACTED]	Destination Marketing Fee	5.37	
16-AUG-18	[REDACTED]	Tourism Levy	7.37	
17-AUG-18	[REDACTED]	Mastercard [REDACTED]		-401.92
** Total			401.92	-401.92
*** Balance			0.00	

RECEIPT

GST NO. R122556194

BETTER BALANCE - The soothing scent of White Tea
 taking our signature scent home with you. Learn more

step through our doors. Enhance any environment by

① PARKING @
 YYC AIRPORT
 July 25TH →
 GRAND OPENING
 OF MUYCC IN
 MBD HALL

TKT NO [REDACTED]
 POF: CS2
 IN: 07/25/18 07:57
 OUT: 07/25/18 17:51
 PAID: \$ 29.35
 DURATION: 0 09: 54
 (GST INCLUDED)

MASTERCARD
 [REDACTED]

YOU HAVE 10 MIN.
 TO EXIT

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

Name : Nancy Guebert	Reporting Period for the Month of : July 21 to Aug 20 2018
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
01-Aug-18	Direct Billing	Airline Ticket	Flight to Edmonton from Calgary Sept 18th to attend CCA Leadership mtgs, ACF Board of Trustees mtg and 1:1 w/Dr. Verna Yiu	Marlin Travel	\$289.08
01-Aug-18	Direct Billing	Airline Ticket	Flight to Edmonton from Calgary Oct 1st to attend CCA Leadership mtgs and 1/2 Day Working Session w/ Hematology group	Marlin Travel	303.78
			Invoice #00772830 00772831		
Total Paid in the Month					\$ ██████████

\$592.86

Vision

A DIRECT TRAVEL® COMPANY

Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 01 Aug 18 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
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PASSENGERS: MS NANCY GUEBERT

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	214.12	0.00	\$0.00	74.96	0.00	289.08 CAD
Total:	214.12	0.00	0.00	74.96	0.00	289.08 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	08/01/2018		[REDACTED]	289.08 CAD
Total Payment:					289.08 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
 REASON FOR TRAVEL BUSINESS

***** 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.

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 01 Aug 18 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
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MY ITINERARY

Passengers NANCY GUEBERT	Citizenship Not Specified	Required Travel Documents Not Specified
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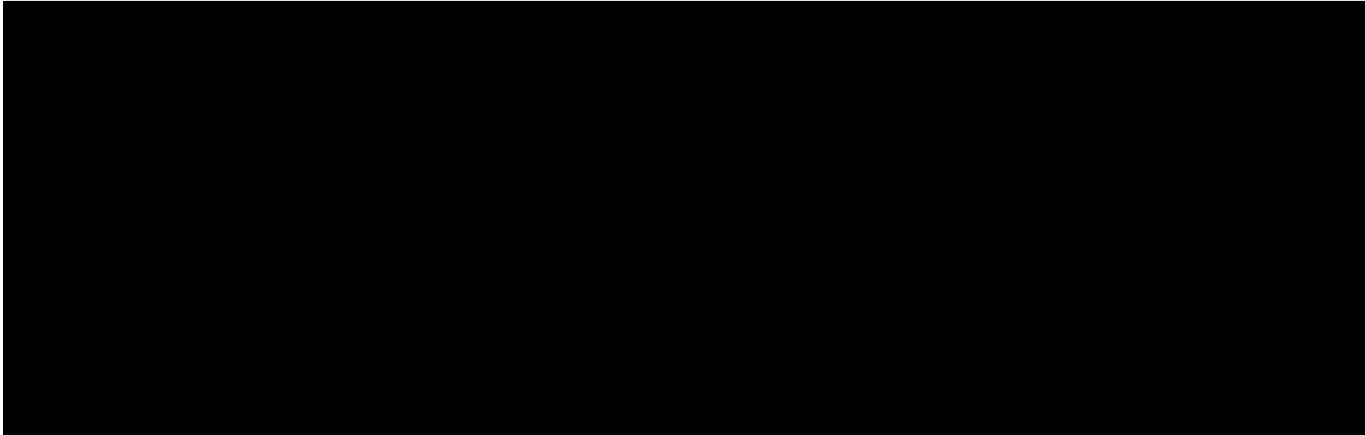
All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: NANCY GUEBERT	Booking Date: 01 Aug 18
	File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08130	CALGARY INTL 18 Sep 18 7:00AM		EDMONTON INTL 18 Sep 18 7:50AM	K/	



AIR

Passengers: NANCY GUEBERT	Booking Date: 01 Aug 18
	File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08163	EDMONTON INTL 20 Sep 18 10:05PM		CALGARY INTL 20 Sep 18 10:58PM	K/	

Vision

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Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 01 Aug 18 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
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PASSENGERS: MS NANCY GUEBERT

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	228.82	0.00	\$0.00	74.96	0.00	303.78 CAD
Total:	228.82	0.00	0.00	74.96	0.00	303.78 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	08/01/2018		[REDACTED]	303.78 CAD
				Total Payment:	303.78 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

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

Trip #: [REDACTED]
Booking Date: 01 Aug 18
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



AIR

Passengers: NANCY GUEBERT

Booking Date: 01 Aug 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08134	CALGARY INTL 01 Oct 18 8:10AM		EDMONTON INTL 01 Oct 18 9:04AM	L/	



AIR

Passengers: NANCY GUEBERT

Booking Date: 01 Aug 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08153	EDMONTON INTL 03 Oct 18 6:00PM		CALGARY INTL 03 Oct 18 6:53PM	K/	