

Official Administrator and Executive Expense Report

Name Dr. Rollie Nichol
Title Associate Chief Medical Leadership, Workforce & Medical Affairs
Location Calgary
 Expenses submitted during the month of October 2014

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	Oct-14 P-Card	Meetings	1,162		167		1,329			
	Oct-14 Expense Claim	Meetings		82	138	314	534			
Total			\$ 1,162	\$ 82	\$ 305	\$ 314	\$ 1,863	\$ -	\$ -	\$ -

Total for the Month \$ 1,863

Maximum daily single meal expense claimed in the month \$ 36
 Maximum daily base hotel rate claimed in the month \$ 149
 Non economy air travel in the month \$ -

1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

2) Professional Development

Includes conference, seminar and course registration fees and material

3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

Instruction:

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

RAMSTEAD, DEBRA Cardholder's Name	EXECUTIVE ASSISTANT Cardholder's Position/Title	Billing Reporting Period: 20/10/2014
PROVINCIAL MEDICAL AFFAIRS Cardholder's Dept	CALGARY SOUTHPORT Cardholder's Site/Location	Total Statement Amount: \$4,061.14 \$1,329.36
DEBRA.RAMSTEAD@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card #: [REDACTED]

Statement of Transactions

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
22/09/2014	365192656	AIR CAN , AIR CANADA	190.18	CAD	190.18	.00	.00	R. Nichol Attend Just Culture - HQCA Edmonton 1Oct2014 AC0142139286398
22/09/2014	365192657	AIR CAN , AIR CANADA	190.18	CAD	190.18	.00	.00	R. Nichol Attend Just Culture - HQCA Edmonton AC
22/09/2014	365192658	AIR CAN AIR CANADA	15.75	CAD	15.75	.00	.00	R. Nichol attend Just Culture - HQCA 1Oct2014ACAIR CAN 0142139286398
22/09/2014	365192659	AIR CAN , AIR CANADA	15.75	CAD	15.75	.00	.00	Attend Just Culture-HQCA Edmonton 1Oct14 Seat Selection AC0142139286892
24/09/2014	365518503	AIR CAN AIR CANADA	179.68	CAD	179.68	.00	.00	R. Nichol Sr. Leader Retreat Edm. AC0142139385659
24/09/2014	365518504	AIR CAN , AIR CANADA	179.68	CAD	179.68	.00	.00	R. Nicol Sr. Ldrs Retreat Edm 29Oct2014 AC0142139386235
24/09/2014	365518505	AIR CAN , AIR CANADA	15.75	CAD	15.75	.00	.00	R. Nicol Sr. Ldrs Retreat Edm 29Oct2014 Seat selection AC0142139386235
[REDACTED]								
26/09/2014	365854477	AIR CAN , AIR CANADA	179.68	CAD	179.68	.00	.00	R. Nichol attend Clin Assts Negotiations Edm 8Oct14 AC0142139468055
26/09/2014	365854478	AIR CAN , AIR CANADA	179.68	CAD	179.68	.00	.00	R. Nichol Attend Clin Assts Negotiations Edm 8Oct14 AC0142139468420
26/09/2014	365854479	AIR CAN , AIR CANADA	15.75	CAD	15.75	.00	.00	R. Nichol Clin Asst. Negotiation Edm 8Oct14 AIR CAN 0142139468420
[REDACTED]								
07/10/2014	367156475	UNION BANK INN, LODGING HOTELS, MOTELS, RESORTS	167.28	CAD	167.28	.00	.00	R. Nichol Attend Clin. Asst. Negotiations in Edmonton
[REDACTED]								



Signatures

Cardholder Designate (if Applicable)
By signing this statement:

- I hereby certify that I have reviewed and accepted the statement of BMO Online for the best of my ability in accordance to AHS Corporate Finance Program User Guide and Training. I have enclosed the statement to the proper cardholder.

Name of Cardholder Designate

Cardholder Designate Position Title

Signature of Cardholder Designate

Date of Signature

Cardholder
By signing this statement:

- I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.
- I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or by benefit from Alberta Health Services or any other organization. A personal cheque for any personal expenses inadvertently charged has been returned.
- I attest that expenses submitted in this claim have been incurred by using a cost-effective method, otherwise rationale and supporting analysis is provided.

Name of Cardholder

Cardholder Position Title

Signature of Cardholder

Date of Signature

Approver Designate (if Applicable)
By signing this statement:

- I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.
- I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other organization. A personal cheque for personal expenses inadvertently charged has been returned.
- I attest that expenses submitted in this claim have been incurred by using a cost-effective method, otherwise rationale and supporting analysis is provided.

Name of Approver Designate

Approver Designate Position Title

Signature of Approver Designate

Date of Signature

Approver
By signing this statement:

- I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.
- I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other organization. A personal cheque for personal expenses inadvertently charged has been returned.
- I attest that expenses submitted in this claim have been incurred by using a cost-effective method, otherwise rationale and supporting analysis is provided.

Name of Approver

Approver Position Title

Signature of Approver

Date of Signature

Submit approved statement with attachments to Accounts Payable.

<p>Attach:</p> <ul style="list-style-type: none"> Original or scanned (signed) check with documented business reasons including names of participants when required. Signed Corporate Statement Report for copies of the above expenses and signatures are not where applicable. Copies of the invoice for travel. Receipts for the payment to Alberta Health Services. Receipts for travel to and from airport. Receipts for: Receipts for other business related expenses - include where applicable why expense is made and how it was necessary and detailed explanation of reason. 	<p>Address:</p> <p>Alberta Health Services Accounts Payable 100 Street Plaza 100 Street Plaza Tower 1100 West 100th Edmonton AB T5K 0G9</p>
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Accounts Payable only:

Reviewed by: _____ Date: _____

Debra Ramstead

From: Air Canada [confirmation@aircanada.ca]
Sent: September 22, 2014 11:55 AM
To: Debra Ramstead
Subject: Air Canada - 01-Oct: Calgary - Edmonton (booking ref: [REDACTED])

***** PLEASE DO NOT REPLY TO THIS E R. Nichol Attend Just Culture-HCQA
Edmonton 1October2014
Fare AC [REDACTED]



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 bar
check in kios

R. Nichol Attend Just Culture - HQCA
Edmonton 1Oct2014
Seat Selection AC AIR [REDACTED]

Booking Information

Booking Reference: [REDACTED]

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

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr Rowland Nichol
debra_ramstead@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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
AC8130 ¹	Calgary (YYC) Wed 01-Oct 2014 06:00	Edmonton, Edmonton Int'l (YEG) Wed 01-Oct 2014 06:52	0	0hr52	DH3	Flex, W	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED] Meal Preference : None
Aeroplane : [REDACTED]
Payment Card: [REDACTED] Special Needs: None

AC8130¹ Wed 01-Oct (YEG) 2014 Wed 01-Oct 2014 0 0hr52 DH3 Flex, W
 06:00 06:52

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]
 Air Canada - [REDACTED] Meal Preference : **None**
 Aeroplan : [REDACTED]
 Payment Card: [REDACTED] Special Needs: **None**
 Seat Selection: AC8130 1D (**Preferred**) Paid

Purchase Summary

Fare Summary

Passenger Type	<u>Adult</u>	
Air Transportation Charges		
Departing Flight - <u>Flex</u>	132.00	
<u>Surcharges</u>	12.00	
Taxes, Fees and Charges		
<u>Canada Airport Improvement Fee</u>	30.00	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.06	
<u>Air Travellers Security Charge (ATSC)</u>	7.12	
Total airfare and taxes before options (per passenger)	190.18	
Number of passengers	x 1	
Total airfare, taxes and options	190.18	①
Seat Selection		
Mr Rowland Nichol		
AC8130: 1D - Preferred Seat (Aisle)	15.00	} ②
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.75	
Total including airfare, taxes, options and seat selection charges:	205.93	
Travel Insurance (declined)	0.00	
Grand Total - Canadian dollars	\$205.93	

Payment Information

Credit/Debit Card [REDACTED] amount paid: **\$205.93**
 The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$190.18 (Airfare - per ticket)
- Air Canada: \$15.75 (Advance Seat Selection - for passenger 1)

Ticket number(s) [REDACTED]

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - Flex



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.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
 Dr Rowland Nichol
 rniebra.pamstead@albertahealthservices.ca
 Mobile: [REDACTED]
 Home: [REDACTED]
 Work: [REDACTED]

Customer Care

Air Canada
 1-888-247-2262
 Flight Arrivals and Departures
 1-888-423-7533

R. Nichol Attend Just Culture - HQCA
 Edmonton 1Oct2014
 Flight AC [REDACTED]

3

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fair Typ
AC8153	Edmonton, Edmonton Int'l (YEG) Wed 01-Oct 2014 18:00	Calgary (YYC) Wed 01-Oct 2014 18:50	0	0hr50	DN4	Flex.

R. Nichol Attend Just Culture - HQCA
 Edmonton 1Oct2014
 Seat Selection AC [REDACTED]

4

Operated by:
 1 Air Canada Express - J321

Passenger Information

1: Dr Rowland Nichol : Adult (16+), Ticket Number [REDACTED]

Frequent Flyer Prog: None
 Payment Card: [REDACTED]
 Seat Selection: AC8153 1C (Preferred) Paid
 Meal Preference: None
 Special Needs: None

Congratulations on your selection of a Preferred seat. Please read the Terms and conditions.

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	132.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.06
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	190.18
Number of passengers	x 1
Total airfare, taxes and options	190.18

Seat Selection

Dr Rowland Nichol	
AC8153: 1C - Preferred Seat (Aisle)	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.75
Total including airfare, taxes, options and seat selection charges	205.93
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$205.93

Payment Information

Credit/Debit Card: [REDACTED] Amount paid: \$205.93
 The following charges (tax-inclusive) will appear on your credit or debit card statement:
 • Air Canada: \$190.18 (Airfare - per ticket)
 • Air Canada: \$15.75 (Advance Seat Selection - for passenger 1)

Ticket number(s): [REDACTED]

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.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
Mr Rowland Nichol
debra.ramstead@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Customer Care

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

R. Nichol Sr. Leader Retreat
Edm. 29Oct2014
Flight AC [REDACTED]

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130 ¹	Calgary (YYC) Wed 29 Oct 2014 06:00	Edmonton, Edmonton Int'l (YEG) Wed 29-Oct 2014 06:52	0	0hr 52	DH3	Flex, G	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol ; Adult (16+), Ticket Number: [REDACTED]

Air Canada : [REDACTED] Meal Preference: None
 Airplane : [REDACTED]
 Payment Card : [REDACTED] Special Needs: None
 Seat Selection: AC8130 5C

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Flex	122.00
Surcharges	17.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10005-2267 RT0001)	8.56
Air Travelers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	179.68
Number of passengers	x 1
Total airfare, taxes and options	179.68
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$179.68

Payment Information

Credit/Debit Card [REDACTED] amount paid: **\$179.68**
 The following charges (tax inclusive) will appear on your credit or debit card statement:
 • Air Canada: \$179.68 (Airfare - per ticket)
 Ticket number(s): [REDACTED]

Fare Rules

Departing Flight Calgary (YYC) to Edmonton (YEG) - Flex

- Changes:
 - o Prior to day of departure - Change fee per direction, per passenger, is \$50 CAD plus applicable

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.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
 Mr Rowland Nichol
 debn.nichol@aircanada.com
 Mobile: [REDACTED]
 Home: [REDACTED]
 Work: [REDACTED]

Customer Car
 Air Canada
 1-888-247-2262
Flight Arrivals & Departures
 1-888-422-2533

R. Nicol Sr. Ldrs Retreat
 Edm 29Oct2014

A [REDACTED]

(6)

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Flex. #
AC8161 ¹	Edmonton, Edmonton Int'l (YEG) Wed 29-Oct 2014 15:30	Calgary (YYC) Wed 29-Oct 2014 19:22	0	0hr52	DH8	Flex. #

R. Nicol Sr. Ldrs Retreat
 Edm 29Oct2014
 Seat Selection [REDACTED]

(7)

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]

Air Canada [REDACTED] Meal Preference: None
 Aeroplan [REDACTED]
 Payment Card: [REDACTED] Special Needs: None
 Seat Selection: AC8161 1D (Preferred) Paid

Congratulations on your selection of a Preferred seat. Please read the Terms and conditions.

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Flex	122.00
Surcharges	17.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287-RT0001)	8.56
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	179.68
Number of passengers	x 1
Total airfare, taxes and options	179.68
Seat Selection	
Mr Rowland Nichol	
AC8161: 1D - Preferred Seat (Aisle)	15.00
Canada Goods and Services Tax (GST/HST #10009-2287-RT0001)	0.75
Total including airfare, taxes, options and seat selection charges:	195.43
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$195.43

Payment Information

Credit/Debit Card [REDACTED] amount paid: \$195.43
 The following charges (tax inclusive) will appear on your credit or debit card statement:
 • Air Canada: \$179.68 (Airfare - per ticket)
 • Air Canada: \$15.75 (Advance Seat Selection - for passenger 1)
 Ticket number(s): [REDACTED]

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.



Booking Information

Booking Reference: [REDACTED]
 Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
 Mr Rowland Nichol
 debn.nichol@aircanada.com
 Mobile: [REDACTED]
 Home: [REDACTED]
 Work: [REDACTED]

Customer Care

Air Canada
 1-888-247-2262
 Flight Arrivals and Departures
 1-888-422-71

R. Nichol attend Clin Assts Negotiations
 Edm 8Oct14
 Flight [REDACTED]

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8162	Calgary (YYC) Tue 07 Oct 2014 22:15	Edmonton, Edmonton Int'l (YEG) Tue 07 Oct 2014 23:07	0	0h:52	CRJ	Flex, G	

Operated by:
 Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]
 Air Canada #: [REDACTED] Meal Preference: None
 Aeroplan #: [REDACTED]
 Payment Card: [REDACTED] Special Needs: None
 Seat Selection: AC8162 5C

Purchase Summary

Fare Summary	
Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	122.00
Surcharges	17.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	10.00
Canada Goods and Services Tax (GST/HST #10009-2267 R10001)	8.56
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	179.68
Number of passengers	x 1
Total airfare, taxes and options	179.68
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$179.68

Payment Information

Credit/Debit Card [REDACTED] Amount paid: \$179.68
 The following charges (tax included) will appear on your credit or debit card statement:
 • Air Canada: \$179.68 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

Departing Flight Calgary (YYC) to Edmonton (YEG) - Flex

- Changes:
 - o. Prior to day of departure - Change fee per direction, per passenger, is \$50 CAD (plus applicable

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.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
 Mr Rowland Nichol
 debra.comstead@airportah.com/services.ca
 Mobile: [REDACTED]
 Home: [REDACTED]
 Work: [REDACTED]

Customer Care

Air Canada
 1-888-247-2262

Flight Arrivals and Departures
 1-888-422-7533

R. Nichol attend Clin Assts Negotiations
 Edm 8Oct14
 Flight [REDACTED]

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8153 ¹	Edmonton, Edmonton Int'l (YEG) Wed 08-Oct 2014 18:00	Calgary (YYC) Wed 08-Oct 2014 18:50	0	0hr:50	DR4	F	

Operated by:
 1 Air Canada Express - Jazz

R. Nichol attend Clin Assts Negotiations
 Edm 8Oct14
 Seat Selection [REDACTED]

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED] Meal Preference: **None**

Airplan : [REDACTED]

Payment Card: [REDACTED] Special Needs: **None**

Seat Selection: [REDACTED] ZF (Preferred) Paid

Congratulations on your selection of a Preferred seat. Please read the Terms and conditions

Purchase Summary

Fare Summary	Adult
Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Filer	122.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	20.00
Canada Goods and Services Tax (GST/HST #10009-2287 R10001)	8.56
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	179.68
Number of passengers	x 1
Total airfare, taxes and options	179.68
Seat Selection	
Mr Rowland Nichol	
AC8153 ZF - Preferred Seat (Window)	15.00
Canada Goods and Services Tax (GST/HST #10009-2287 R10001)	0.75
Total including airfare, taxes, options and seat selection charges	195.43
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$195.43

Payment Information

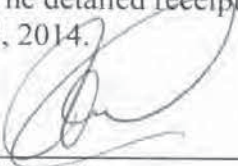
Credit/Debit Card [REDACTED] Amount paid **\$195.43**
 The following charges (not inclusive) will appear on your credit or debit card statement:

- Air Canada: \$179.68 (Airfare - per ticket)
- Air Canada: \$15.75 (Advance Seat Selection - for passenger 1)

Ticket number [REDACTED]

Date: October 8, 2014 Receipt Details: (Union Bank, Edmonton, \$3.00)

This expense was incurred and related to AHS business and has not been claimed previously.
The detailed receipt is not available. This expense was breakfast purchased for me on December
8, 2014.



Signed by:
Dr. Rollie Nichol

UNION BANK INN

A CENTURY OF HISTORY - MODERN RENAISSANCE STYLE

GUEST
ACCOUNT

NICHOL ROWLAND

Arrive 10/07/14 Depart 10/08/14

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
10/07/14	MN	2-Room Charge		149.00
10/07/14	MN	41-Tourism Le	On Room Charge	5.96
10/07/14	MN	42-DMF		4.47
10/07/14	MN	41-Tourism Le	On DMF	0.18
10/08/14	OK	92-Mastercard		-167.28
			GST On DMF	0.22
			GST On Room Charge	7.45
			Tax Reg. # R897343794	

R. Nichol Clin. Asst. Negotiation
Edm. 8Oct2014

10

BILLING INSTRUCTIONS	BALANCE DUE →	0.00
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COMPANY: _____
 I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

ATTENTION: _____
 SIGNATURE: _____
 X _____

UNION BANK INN

A CENTURY OF HISTORY - MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5
 Phone: 780.423.3610 • Fax: 780.423.4623
 E-mail: info@unionbankinn.com • Web: unionbankinn.com

TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)

* Enter Employee # (ID) 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).

Expense Date From: 1-Oct-14 To: 31-Oct-14
Travel Period From: 1-Oct-14 To: 31-Oct-14
Out-of-Province Travel:

Name: Rowland Nichol Position (Title): Asst. Chief Medical Officer, Office of the VP Quality and
Location: Dept: CAD/Medical Affairs DOFA Level: Union: Business Phone #: Ext:
Employee:

SECTION B: FINANCE CODING & TOTAL CLAIM

CAPITAL PROJECT CODING ONLY → Project Number: Expenditure Organization: Project Task Number: Expenditure Type:

Total - Section B: Travel - Pg 2					Total - Section C&D: Other & Foreign Expenses - Pg 3					TOTAL REIMBURSEMENT			
Pg	Bal Unit	Location	Functional Centre (FC)	Total Expense	Bal Unit	Location	Functional Centre (FC)	Secondary Expense	Total Expense	Total Section B	Total Section C&D		
2A	19	1000	21119300012	\$634.66						\$634.58			
2B													
2C													
2D													
				\$634.66									

***Enter to enter Coding & \$ Amounts*

NOTE: These fees do not automatically bill for Section C & D

Total Section B	\$634.58
Total Section C&D	
Less Cash Advance	
TOTAL CLAIM	\$634.58

SECTION F: AUTHORIZATION

Employee Signature: _____ Date: _____

Approved By (PRINT ONLY): Dr. Verda Yiu DOFA Level: [Redacted] Title: VP Quality + CMO Date: Nov 8/14

Signature: _____ Title: _____ Date: _____

Approved By (PRINT ONLY): _____ DOFA Level: _____ Position #: _____ Phone #: _____ Ext: _____

Signature: _____ Title: _____ Date: _____

EXPENSE CLAIM DETAILS

Enter Finance Coding **101 0000 7111000012** Emp # (E-People) [REDACTED] Page **2A**

If expenses incurred are for multiple FC's please use pages 2B, 2C, 2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip. **DO NOT separate any taxes** (eg GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.

SECTION B: TRAVEL EXPENSES NOTE: If expenses do not fall into these categories such as Hospitality, Working Session, Reocation, Continuing Education, Business Insurance go to SECTION C

Select from dropdown (column Prov) where expenses were incurred (Out of N. America = Int'l)
Ensure separate lines are used for claim items that differ in Province: US and Out of North America

Date dd-mm-yy	Business Reason for Travel - Detailed Description Required (include destination, who attended (if meal), why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	Prov, US, or Out of N. Amer where expenses incurred?	What is travel related to?	Cost Effective Method Used? Yes/No	Meal (Allowance OR Receipt)		If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)		
					Meal Allowance		Meal with Receipt		Airfare				Hotel	Taxi
					Meal Type with value	Allowance	Meal Type	with receipt						
1-Oct-14	Just Culture HQCA Main Hotel Edmonton	AB - Provinc	Meeting	Yes			D	\$20.20				\$20.20	30.00	
5-Oct-14	Physican Leadership Summit Calgary Marriott Airport Hotel	AB - Local	Meeting	Yes									30.00	
8-Oct-14	Joint CPSA/Zine Medical Affairs CA Negotiations Edmonton	AB - Provinc	Meeting	Yes			BL	\$10.10				\$10.10	30.00	
9-Oct-14	Medical Leaders Forum Back Night on Red Deer AB	AB - Provinc	Meeting	Yes									294.00	
28-Oct-14	TA Workshop	AB - Local	Meeting	Yes			D	\$20.48						
29-Oct-14	Senior Leaders Meeting Hotel AB	AB - Provinc	Meeting	Yes			D	\$21.25		\$138.45		\$21.25	90.00	
SUBTOTALS								\$82.03		\$138.45		\$104.70	Total Kms 416.00	

<p>MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle - details of travel location to & from must be included above under the purpose of travel column Rates applicable \$0.605 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement</p>		<p>Enter \$0.605 km, \$0.47 km OR rate per Union Agreement (see Mileage details to the left)</p>	\$0.505
		Mileage \$	\$210.08
<p>Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3</p>		Travel \$ Subtotal	\$324.48
		Auto fills on page 1 - TOTAL TRAVEL \$	\$534.56

Rationale is Required for expenses that are not Cost Effective
(Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)

HMSHOST
HOUSTON'S
EDMONTON INTERNATIONAL AIRPORT



OCT01'14 4:46PM

DINE IN

**** SEAT 1 ****



1 BURG CLASSIC 15.00
FRIES
TAX 1.20 AMOUNT 25.19

SUBTOTAL 23.99
TAX 1.20
AMOUNT DUE \$25.19

THANK YOU FOR YOUR BUSINESS!
TELL US ABOUT YOUR EXPERIENCE



GST #137512901

HMSHOST
HOUSTON'S
EDMONTON INTERNATIONAL AIRPORT



CHECK:
TABLE:
SERVER:
DATE: OCT01'14 5:19PM
CARD TYPE: VISA
ACCT #:
AUTH CODE:

ROWLAND NICHOL

TOTAL: 25.19

TIP: 4-

TOTAL: 29.19

X
I AGREE TO PAY THE ABOVE AMOUNT
IN ACCORDANCE WITH THE CARD
ISSUER'S AGREEMENT.

RECEIPT
GST NO. R122556194

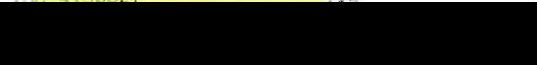
EXIT No. AS
IN: 10/21/14 05:19
OUT: 10/21/14 19:03
DURATION: @ 13:44
PAID: \$ 25.19
(GST INCLUDED)
VISA



THANK YOU FOR
YOUR VISIT



SALE RECEIPT
 Store #39867 Iko 10/08/14 12:19:30
 Subway Subs & Sandwiches #39867
 10521-100Ave
 Edmonton AB T5J 0B3
 780.4136627



ITEM	QTY	PRICE	MEMO	PLU
MEATBALL 6r	1	4.25		10129
soup	1	2.50		52300
Rounding		0.01		0
SUBTOTAL		\$ 6.76		
GST		\$ 0.34		
TAKE-OUT **TOTAL		\$ 7.10		
Cash	AMT TEND	\$ 10.00		
CHANGE DUE		\$ 2.90		

RECEIPT
GST NO. R122556194



EXIT No. 44
 IN: 10/08/14 21:31
 OUT: 10/08/14 18:58
 DURATION: 2:33:27
 PAID: [REDACTED]
 (GST INCLUDED)
 [REDACTED]

THANK YOU FOR
 YOUR VISIT

Calgary International Airport Parkade



Adult \$3.20

Expires
 Oct 08/14 10:51



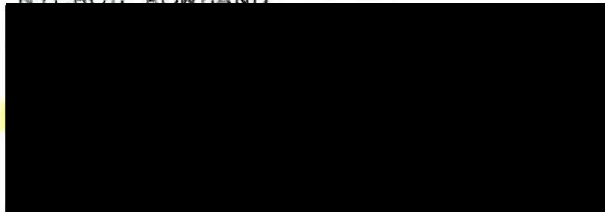
UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

4

GUEST
ACCOUNT

NICHOL BOWLAND



Arrive 10/07/14 Depart 10/08/14

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
10/08/14	XXX	7-	107/2027	3.00
10/08/14	OK	91-Visa		-3.00
Tax Reg. # R897343794				
BILLING INSTRUCTIONS				0.00

COMPANY

BALANCE DUE

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

ATTENTION

SIGNATURE

X

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5

Phone: 780.423.3600 • Fax: 780.423.4623

E-mail: info@unionbankinn.com • Web: unionbankinn.com

5

Nisku Inn & Conference Centre

1101 - 4 St
Nisku, AB T9E 7N1
Ph: (780) 955-7744 Fax: (780) 955-7743
info@niskuinn.com



TAX ID: GST #: 833923162

Dr. Rollie Nichol



Room	Folio	CheckIn	CheckOut	Balance
		8/10/2014	29/10/2014	0.00
Master Folio		Standard Room Rate		

Date	Room	Description / Voucher	Charges	Credits	Balance
28/10/2014	276	Lakeside Grill Room [Redacted]	35.98	0.00	35.98 (5)
28/10/2014	276	Room	127.00	0.00	162.98
28/10/2014	276	GST - 5.000%	6.35	0.00	169.33
28/10/2014	276	Room Tax - 4.000%	5.08	0.00	174.41
29/10/2014	276	Visa [Redacted]	0.00	174.41	0.00
		Balance Due			0.00
		Summary and Taxes			
		Taxable Sales			127.00
		GST 5.00%			6.35
		Room Tax 4.00%			5.08

NISKU INN
1101 4TH ST.
NISKU AB

CARD [Redacted]
CARD TYPE VISA
DATE 2014/10/29
TIME 2722 13:09:57
CLERK ID [Redacted]
RECEIPT NUMBER [Redacted]

PRE-AUTH COMPLETION
TOTAL

\$174.41

VISA

APPROVED



CARDHOLDER COPY

EMPLOYEE

6

Nisku Inn
Lakeside Grill

TUE OCTOBER 23, 2014

CHECK [REDACTED]

DUPLICATE

[REDACTED]	\$5.50
1 Mushroom Steak	\$24.00
SUB-TOTAL	: \$29.50
Gst #R102501764	\$1.48
TOTAL	\$30.98

Room: _____ Tip: _____

Total: _____

Name(Print): _____

Signature: _____

Time: 20:51 1 CUSTOMER

Have a wonderful day
Please Pay Server

YOU HAVE BEEN SERVED
BY : Marless

only claimed \$30.98

7

The Calgary Airport Authority
GST No R122556194

Receipt Clearing Header

Trans: [REDACTED]
Ticket: [REDACTED]

Transaction Type: Clear
Doc: [REDACTED]

Amount: 50.40
Status: 'Clearing Successful'

Approved - Thank you!

The Calgary Airport Authority
GST No R122556194

Transaction ID: 141000706
Transaction: [REDACTED]

Transport Parker	\$ 50.40
Total	\$ 50.40
Discounts	\$ 0.00
Balance Due	\$ 50.40
GST	\$ 2.40
Credit Card	\$ 50.40
Change	\$ 0.00

HMSHOST
HOUSTON'S
EDMONTON INTERNATIONAL AIRPORT

[REDACTED]

[REDACTED] GST 1
OCT29'14 5:23PM

DINE IN

[REDACTED]	8.99
1 BURG HOUSTON FRIES	16.00
SUBTOTAL	24.99
TAX	1.25
AMOUNT DUE	\$ 26.24

THANK YOU FOR YOUR BUSINESS!

TELL US ABOUT YOUR EXPERIENCE!

[REDACTED]

GST #137512901

HMSHOST
HOUSTON'S
EDMONTON INTERNATIONAL AIRPORT

CHECK: [REDACTED]
TABLE: [REDACTED]
SERVER: [REDACTED]
DATE: OCT29'14 6:02PM
CARD TYPE: VISA

[REDACTED]

ROWLAND NICHOL

TOTAL: 26.24

TIP: 4-

TOTAL: 30.24

X
I AGREE TO PAY THE ABOVE AMOUNT
IN ACCORDANCE WITH THE CARD
ISSUER'S AGREEMENT.

Autclaimed 30.24
< 8.99 >

\$ 21.25