

AHS Board and Executive Expense Report

Name Todd Gilchrist
Title VP People, Legal & Privacy
Location Edmonton

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	Expense Claim	Meetings		275	955	621	1,851	132		
Aug-18	Direct Billing	Meetings	1,059				1,059			
Total			\$ 1,059	\$ 275	\$ 955	\$ 621	\$ 2,910	\$ 132	\$ -	\$ -

Total for the Month \$ 3,042

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 199
 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 Expense Claims

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
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,982.22								
7/24/2018	MILEAGE from SSP to Edmonton Airport (PLC Site Visit in Calgary)		Mileage-Local-Home Zone	\$ 14.95	Seventh Street Plaza - Edmonton	Edmonton International Airport	MILEAGE from SSP to Edmonton Airport (PLC Site Visit in Calgary)	1			29.6
7/24/2018	HOTEL in Calgary for PLC Site Visit	AB - Other Zones	Accommodations	\$ 223.42			HOTEL in Calgary for PLC Site Visit	2			
7/24/2018	MEALS - PLC Site Visit in Calgary	AB - Other Zones	Meals Per Diem	\$ 24.00			MEALS - PLC Site Visit in Calgary (NOTE: Todd returned to Edmonton after 7:00 PM on Jul 25) Dinner \$24.00	1			
7/25/2018	MEALS - PLC Site Visit in Calgary	AB - Other Zones	Meals Per Diem	\$ 47.50			MEALS - PLC Site Visit in Calgary (NOTE: Todd returned to Edmonton after 7:00 PM on Jul 25) Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
7/25/2018	PARKING at the Edmonton Airport (PLC Site Visit in Calgary)	AB - Local	Parking - Lot or Parkade	\$ 50.00			PARKING at the Edmonton Airport (PLC Site Visit in Calgary)	1			
7/25/2018	TAXI from PLC to Calgary Airport to return home	AB - Other Zones	Taxi	\$ 23.54	Peter Lougheed Centre (PLC), Calgary	Calgary Airport	TAXI from PLC to Calgary Airport to return home	1			
7/25/2018	TAXI from Calgary Airport Hotel to PLC Site Visit (Calgary)	AB - Other Zones	Taxi	\$ 34.21	Calgary Airport Hotel	Peter Lougheed Centre (PLC), Calgary	TAXI from Calgary Airport Hotel to PLC Site Visit (Calgary)	1			
7/25/2018	PARKING PASS at RRU for Executive Coaching Course (Victoria)	BC	Parking - Lot or Parkade	\$ 16.24			PARKING PASS at RRU for Executive Coaching Course (Victoria)	1			
7/25/2018	MILEAGE from Edmonton Airport to Home (PLC Site Visit in Calgary)		Mileage-Local-Home Zone	\$ 21.01	Edmonton International Airport	Home	MILEAGE from Edmonton Airport to Home (PLC Site Visit in Calgary)	1			41.6

AHS Public Disclosure Expense Claims

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
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,982.22								
7/26/2018	PARKING at Alumni House at the U of A Campus for the Board Retreat (Day 1)	AB - Local	Parking - Lot or Parkade	\$ 15.00			PARKING at Alumni House at the U of A Campus for the Board Retreat (Day 1)	1			
7/27/2018	PARKING at Alumni House at the U of A Campus for the Board Retreat (Day 2)	AB - Local	Parking - Lot or Parkade	\$ 15.00			PARKING at Alumni House at the U of A Campus for the Board Retreat (Day 2)	1			
7/31/2018	HOTEL in Victoria for Executive Coaching Course through RRU	BC	Accommodations	\$ 731.40			HOTEL in Victoria for Executive Coaching Course through RRU	5			
7/31/2018	MILEAGE from Home to Edmonton Airport for Executive Coaching Course through RRU in Victoria, BC		Mileage-Local-Home Zone	\$ 21.01	Home	Edmonton International Airport	MILEAGE from Home to Edmonton Airport for Executive Coaching Course through RRU in Victoria, BC	1			41.6
7/31/2018	RENTAL CAR - Executive Coaching Course at RRU in Victoria	BC	Car Rental	\$ 236.51			RENTAL CAR - Executive Coaching Course at RRU in Victoria	1			
7/31/2018	MEALS - Executive Coaching Course through RRU, Victoria, BC	BC	Meals Per Diem	\$ 37.00			MEALS - Executive Coaching Course through RRU, Victoria, BC Lunch \$13.00 Dinner \$24.00	1			
8/1/2018	MEALS - Executive Coaching Course through RRU, Victoria, BC	BC	Meals Per Diem	\$ 47.50			MEALS - Executive Coaching Course through RRU, Victoria, BC Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
8/2/2018	MEALS - Executive Coaching Course through RRU, Victoria, BC	BC	Meals Per Diem	\$ 47.50			MEALS - Executive Coaching Course through RRU, Victoria, BC Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
8/3/2018	MEALS - Executive Coaching Course through RRU, Victoria, BC	BC	Meals Per Diem	\$ 47.50			MEALS - Executive Coaching Course through RRU, Victoria, BC Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 1,982.22								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
8/3/2018	FUEL for Rental Car (Executive Coaching Course RRU, Victoria, BC)	BC	Fuel-Travel and Car Rental	\$ 27.84			FUEL for Rental Car (Executive Coaching Course RRU, Victoria, BC)	1			
8/4/2018	MEALS - Executive Coaching Course through RRU, Victoria, BC	BC	Meals Per Diem	\$ 23.50			MEALS - Executive Coaching Course through RRU, Victoria, BC Bfast \$10.50 Lunch \$13.00	1			
8/4/2018	Edmonton Airport to Home (Executive Coaching Course through RRU in Victoria, BC)		Mileage-Local-Home Zone	\$ 21.01	Edmonton International Airport	Home	Edmonton Airport to Home (Executive Coaching Course through RRU in Victoria, BC)	1			41.6
8/4/2018	PARKING at the Edmonton Airport for Executive Coaching Course through RRU, Victoria BC	AB - Local	Parking - Lot or Parkade	\$ 125.00			PARKING at the Edmonton Airport for Executive Coaching Course through RRU, Victoria BC	1			
8/4/2018	International Coaching Federation Accreditation Testing Fee	AB - Local	Courses and Professional Development	\$ 131.58			International Coaching Federation Accreditation Testing Fee.	1			
Approver(s) for the claim		Approval Status		Approval Date							
YIU, VERNA		Approve		4-Sep-18							

Calgary RLC site visit Jul 24-25, 2018



**MARRIOTT
CALGARY AIRPORT
IN-TERMINAL HOTEL**

Calgary Airport Marriott In-Terminal Hotel
2008 Airport Road NE Calgary, Alberta, Canada T2E 3B9
Telephone: (403) 717-0522 Fax: (587) 232-0600

Richard Gilchrist

Room: [REDACTED]
Folio: [REDACTED]
Cashier: [REDACTED]
Arrival: 07-24-18
Departure: 07-25-18

Date	Description	Additional Information	Charges	Credits
07-24-18	Room Charge		199.00	
07-24-18	Rooms Destination Market Fee		5.97	
07-24-18	Rooms Tourism Levy		8.20	
07-24-18	Room GST		10.25	
07-25-18	Master Card	[REDACTED]		223.42

GST Summary	
Reg No: 741907497 RT0001	
Room	10.25
F&B	0.00
Other	0.00
Total	10.25

Total	223.42	223.42
Balance Due	0.00	CDN

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#508

RLC site visit SALE

MID: [REDACTED]
TID: [REDACTED]
Batch # 155128
07/25/18
APPR CODE: [REDACTED]
MASTERCARD [REDACTED]

AMOUNT \$21.40
TIP \$2.14
TOTAL \$23.54

00 - APPROVED - 001

MASTERCARD

THANK YOU

CUSTOMER COPY

GST# R128599716

Edmonton Airports

Can-T53 272 Edmonton
Tax Code CAS%

Exit Lane 25/07/18 19 19
Receipt [REDACTED]

Short-term parking tkt
HL - No. 0026; L
24/07/18 14:33
25/07/18 19:00
Period 2dChd
(Tax) \$50.00

Total \$50.00

Payment Received [REDACTED] \$50.00

Merch [REDACTED]
Auth [REDACTED]
Type [REDACTED]

Sub Total \$47.52
Tax 5% \$2.38

RLC site visit

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#366

RLC site visit SALE

MID: [REDACTED]
TID: [REDACTED]
Batch # 073344
07/25/18
APPR CODE: [REDACTED]
MASTERCARD [REDACTED]

AMOUNT \$31.10
TIP \$3.11
TOTAL \$34.21

00 - APPROVED - 001

MASTERCARD

THANK YOU

CUSTOMER COPY

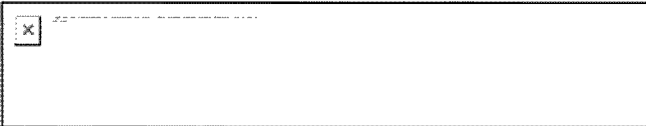
Gu

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

From: Todd Gilchrist [REDACTED]
Sent: Wednesday, July 25, 2018 5:20 PM
To: [REDACTED]
Subject: Fwd: RRU Parking Permit Application

Todd Gilchrist MBA, CPHR, CRSP
[REDACTED]

From: Do.Not.Reply@royalroads.ca <Do.Not.Reply@royalroads.ca>
Sent: Wednesday, July 25, 2018 11:56:54 AM
To: [REDACTED]
Subject: RRU Parking Permit Application



Wednesday, July 25, 2018

Receipt Confirmation Parking Permit Application

Personal Information

Name: Richard Todd Gilchrist

E-mail Address: [REDACTED]

Address: [REDACTED]

Payment Information

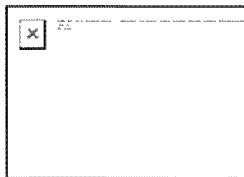
Payment Method: Credit Card

Amount Charged: 16.24

Order ID: [REDACTED]

Invoice ID: [REDACTED]

valid from Aug 1-3, 2018



Royal Roads University
2005 Sooke Road Victoria, BC V9B 5Y2
General Inquiries: T 1.250.391.2511
Toll-Free 1.800.788.8028
royalroads.ca

Admissions: 1.877.778.6227
Fax: 1.250.391.2500
Technical Support:
Web: computerservices.royalroads.ca
E-mail: computerservices@royalroads.ca



RECEIPT

License Plate Number



Expiration Date/Time

06:00 AM
JUL 27, 2018

Purchase Date/Time: 08:30am Jul 26, 2018
Total Due: \$15.00 Rate: \$15 valid until 6AM
Total Paid: \$15.00 Pmt Type: CC (Swipe)
Ticket # [Redacted]
S/N # [Redacted]
Setting: Windsor CP Cell
Mach Name: Windsor Portable 2

MasterCard

Auth # [Redacted]

GST# R108102831

RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT

RECEIPT

License Plate Number



Expiration Date/Time

06:00 AM
JUL 28, 2018

Purchase Date/Time: 07:42am Jul 27, 2018
Total Due: \$15.00 Rate: \$15 valid until 6AM
Total Paid: \$15.00 Pmt Type: CC (Swipe)
Ticket # [Redacted]
S/N # [Redacted]
Setting: Windsor CP Cell
Mach Name: Windsor Portable 2

MasterCard

Auth # [Redacted]

GST# R108102831

UNIVERSITY OF ALBERTA - PARKING RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT UNIVERSITY OF ALBERTA - PARKING RECEIPT

*Parking for
Day 1 & 2 of
the Board
Retreat
@ U of A
Alumni
House*

Executive Coaching Course (RRU)

\$731.40

Four Points by Sheraton Victoria Gateway
829 McCallum Road
Victoria, BC V9B 6W6
Canada
Tel: 250-474-6063 Fax: 250-474-6031



Richard Gilchrist
[Redacted]

Page Number : 1 Invoice Nbr : [Redacted]
Guest Number : [Redacted]
Folio ID : [Redacted]
Arrive Date : 31-JUL-18 10:48
Depart Date : 04-AUG-18 07:23
No. Of Guest : 1
Room Number : [Redacted]
Club Account : [Redacted]
Voucher Number : [Redacted]

Tax Invoice

Tax ID : GST No. 862248309RT0001
FPbS Victoria AUG-04-2018 07:23 [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
31-JUL-18	[Redacted]	Room Charge	159.00	
31-JUL-18	[Redacted]	GST	7.95	
31-JUL-18	[Redacted]	Provincial Sales Tax	12.72	
31-JUL-18	[Redacted]	District Tax	3.18	
01-AUG-18	[Redacted]	Room Charge	159.00	
01-AUG-18	[Redacted]	GST	7.95	
01-AUG-18	[Redacted]	Provincial Sales Tax	12.72	
01-AUG-18	[Redacted]	District Tax	3.18	
02-AUG-18	[Redacted]	Room Charge	159.00	
02-AUG-18	[Redacted]	GST	7.95	
02-AUG-18	[Redacted]	Provincial Sales Tax	12.72	
02-AUG-18	[Redacted]	District Tax	3.18	
03-AUG-18	[Redacted]	Room Charge	159.00	
03-AUG-18	[Redacted]	GST	7.95	
03-AUG-18	[Redacted]	Provincial Sales Tax	12.72	
03-AUG-18	[Redacted]	District Tax	3.18	

Continued on the next page

Four Points by Sheraton Victoria Gateway
 829 McCallum Road
 Victoria, BC V9B 6W6
 Canada
 Tel: 250-474-6063 Fax: 250-474-6031



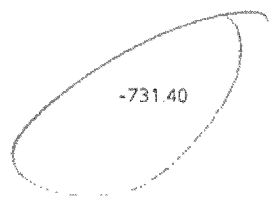
Richard Gilchrist
 [Redacted]

Page Number : 2 Invoice Nbr : [Redacted]
 Guest Number : [Redacted]
 Folio ID : [Redacted]
 Arrive Date : 31-JUL-18 10:48
 Depart Date : 04-AUG-18 07:23
 No. Of Guest : 1
 Room Number : [Redacted]
 Club Account : [Redacted]
 Voucher Number : [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-AUG-18	MC	Mastercard [Redacted]		-731.40
		For Authorization Purpose Only		
		[Redacted]		
		Date Code Authorized		
		31-JUL-18 [Redacted] 858.6		
		** Total	731.40	-731.40
		*** Balance	0.00	

I agreed to pay all room & incidental charges.

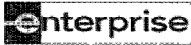
[Handwritten signature]



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

Tell us about your stay. www.fourpoints.com/reviews

Continued on the next page



RA # 11377772

Bill Ref# [REDACTED]
Renter Name RICHARD GILCHRIST

RRU Exec. [REDACTED]

Rental Location
VICTORIA AIRPORT OFFSITE
9429 CANRA RD
SIDNEY BC V8L1P2

31-JUL-2018 09:43 AM

ENTERPRISE RENT-A-CAR
Contract ID

Phone (250)6557368

Return Location
VICTORIA AIRPORT OFFSITE

04-AUG-2018 07:55 AM

Charges	No	Unit	Price/Unit	Amount
TIME & DISTANCE	4	Days	45.00	180.00
TIME & DISTANCE		Hours	17.40	0.00
UNLIMITED MILES/KM - TIME & DIST		M/Kms		0.00
REFUELING SERVICE CHARGE		Litre	2.12	0.00
CONCESSION FEE RECOVERY			183.96	21.58
PROV VEHICLE RENTAL TAX	4	Days	1.50	6.00
VLF REC	4	Days	0.99	3.96
PROVINCIAL SALES TAX @7.000 %			205.54	14.39
GOODS AND SERVICES TAX @5.000 %			211.54	10.58

Vehicle # [REDACTED]
Model CIVIC
Class Driven YCAR
Class Charge ICAR
License# [REDACTED]
State/Province BRITISH COLUMBIA
M/Kms Driven 448
M/Kms Out 8827
M/Kms In 9275

Rate Info

Messages

* Taxable Items
Subject to Audit
Your loyalty number is [REDACTED]

Total Charges

CAD 236.51

Payments
Master Card 7512 [REDACTED]
AUTH: [REDACTED] 31-JUL-2018 283.81

Payment -236.51

For Reservations: 1-800-RENT-A-CAR

Reverse Auth: 31-JUL-2018 -47.30

Amount Due

CAD 0.00

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

Exit Lane 04/08/18 13:29
Receipt [REDACTED]

Short-term parking tkt
HL - No. 002763
31/07/18 06:56
04/08/18 13:29
Period 5d0h0'
(Tax) \$125.00

Total \$125.00

Payment Received \$125.00

Merch: [REDACTED]
Auth: [REDACTED]
Type: swiped

Sub Total \$119.05
Tax 5% \$5.95

121 - 9929 3628

IMPORTANT -
RETAIN THIS COPY
FOR YOUR RECORDS
WE APPRECIATE YOUR COSTCO
MEMBERSHIP.

01 APPROVED - THANK YOU 027

VERIFIED BY PIN

GST INCLUDED = \$ 1.33
GST #121476329

MASTERCARD

TRANSACTION#:

AUTH#:

REFERENCE:

DATE: 08/03/2018
TIME: 18:56

CARD NUMBER:

PUMP: 8
GRADE: Unleaded
L: 19.618
\$/L: \$ 1.419
FUEL SALE: \$ 27.84

ACCT: MasterCard

TYPE: PURCHASE

MEMBER# [REDACTED]

29/308 COSTCO #250
799 McCallum Road
Langford
V9B6A2

Subject:

FW: Order Confirmation: Invoice [REDACTED]

From: [REDACTED]

Sent: Saturday, August 4, 2018 8:09 PM

To: [REDACTED]

Subject: Order Confirmation: Invoice # [REDACTED]

This message is to confirm the receipt of your recent order.



Customer's Name: Richard Todd Gilchrist

Date: 8/4/2018

Payment Code: [REDACTED]

Transaction Date: 8/4/2018 12:00:00 AM

Total: 131.58

Payment Amount: 131.58

Balance: 0.00

authorization:

Reference Number: [REDACTED]

*ICF Accreditation
Testing Fee: Todd Gilchrist*

Bill To:

Richard Gilchrist

Alberta Health Services

Payment Method: Mastercard

Customer	Qty	Item	Price	Discount	Taxes	Shipping	Sub-Total	Paid	Balance
Gilchrist Richard Todd	1.00	Member	131.58	0.00	0.00	0.00	131.58	131.58	0.00

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 : Todd Gilchrist	Reporting Period for the Month of : Aug-18
------------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
24-Jul-2018	Direct Billing	Airline Ticket	Edmonton to Calgary - PLC Site Visit	Marlin Travel	289.08
11-Oct-2018	Direct Billing	Airline Ticket	Edmonton to Grande Prairie - Todd Talks Live North Zone Session and various meetings.	Marlin Travel	337.59
31-Oct-2018	Direct Billing	Airline Ticket	Edmonton to Calgary & Lethbridge - Todd Talks Live Calgary Zone & South Zone Sessions and various meetings.	Marlin Travel	432.91
Total Paid in the Month					\$ 1,059.58



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 13 Jul 18 Client: [REDACTED] Agent: [REDACTED] Agents email: [REDACTED]@MARLINTRAVEL.CA File Locator: [REDACTED]
--	--

PASSENGERS: MR RICHARD TODD GILCHRIST

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	190.12	0.00	\$0.00	98.96	0.00	289.08 CAD
Total:	190.12	0.00	0.00	98.96	0.00	289.08 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/09/2018		[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 EXECUTIVE LEADER MEETING

***** 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 -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.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: 13 Jul 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
RICHARD TODD GILCHRIST	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: RICHARD TODD GILCHRIST
Booking Date: 09 Jul 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03352	EDMONTON INTL 24 Jul 18 4:00PM		CALGARY INTL 24 Jul 18 4:55PM	D/	



AIR

Passengers: RICHARD TODD GILCHRIST
Booking Date: 09 Jul 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03229	CALGARY INTL 25 Jul 18 6:15PM		EDMONTON INTL 25 Jul 18 7:07PM	M/	



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 16 Jul 18 Client: [REDACTED] Agent: [REDACTED] Agents email: [REDACTED]@MARLINTRAVEL.CA File Locator: [REDACTED]
--	--

PASSENGERS: MR RICHARD TODD GILCHRIST

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	231.83	0.00	\$0.00	88.96	0.00	320.79 CAD
WESTJET Ticket # [REDACTED]	16.80	0.00	\$0.00	0.00	0.00	16.80 CAD
Total:	248.63	0.00	0.00	88.96	0.00	337.59 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/16/2018	[REDACTED]	[REDACTED]	320.79 CAD
	[REDACTED]	07/16/2018	[REDACTED]	[REDACTED]	16.80 CAD
				Total Payment:	337.59 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL GP SITE VISIT

***** 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 -----
-----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.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: 16 Jul 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
RICHARD TODD GILCHRIST	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: RICHARD TODD GILCHRIST	Booking Date: 16 Jul 18					
	File Locator/Ticket #: [REDACTED]					
Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03240	EDMONTON INTL 11 Oct 18 5:05PM		GRANDE PRAIRIE 11 Oct 18 6:11PM	D/	

Passengers: RICHARD TODD GILCHRIST	Booking Date: 16 Jul 18
	File Locator/Ticket #: [REDACTED]



AIR

Passengers: RICHARD TODD GILCHRIST	Booking Date: 16 Jul 18					
	File Locator/Ticket #: [REDACTED]					
Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03142	GRANDE PRAIRIE 12 Oct 18 7:00PM		EDMONTON INTL 12 Oct 18 8:03PM	X/	



A DIRECT TRAVEL® COMPANY

Invoice

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

Trip #: [REDACTED]
Booking Date: 16 Jul 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

PASSENGERS: MR RICHARD TODD GILCHRIST

Table with columns: REFERENCE/ DESCRIPTION, FARE, HST/GST, PST, OTHER TAXES, PENALTY, TOTAL. Rows include WESTJET and AIR CANADA tickets.

Table with columns: PAYMENTS, Invoice #, Payment Date, Card Holder, Form of Payment, Amount. Shows three payment entries.

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL GP SITE VISIT

***** 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 -----
-----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----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: 16 Jul 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
RICHARD TODD GILCHRIST	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: RICHARD TODD GILCHRIST		Booking Date: 16 Jul 18				
		File Locator/Ticket #: [REDACTED]				
Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03140	EDMONTON INTL 31 Oct 18 6:00PM		CALGARY INTL 31 Oct 18 6:58PM	D/	
WESTJET	03004	CALGARY INTL 31 Oct 18 7:45PM		LETHBRIDGE 31 Oct 18 8:30PM	D/	



AIR

Passengers: RICHARD TODD GILCHRIST		Booking Date: 16 Jul 18				
		File Locator/Ticket #: [REDACTED]				
Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	07218	LETHBRIDGE 01 Nov 18 3:25PM		CALGARY INTL 01 Nov 18 4:16PM	A/	

Passengers: RICHARD TODD GILCHRIST		Booking Date: 16 Jul 18
		File Locator/Ticket #: [REDACTED]

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

Trip #: [REDACTED]
Booking Date: 16 Jul 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]



AIR

Passengers: RICHARD TODD GILCHRIST
Booking Date: 16 Jul 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03145	CALGARY INTL 02 Nov 18 4:15PM		EDMONTON INTL 02 Nov 18 5:10PM	D/	