

## AHS Board and Executive Expense Report

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

Expenses submitted during the month of February 2019

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)
Feb-19	Expense Claim	Meetings		271	917	686	1,874	789		
Feb-19	Direct Billing	Meetings	2,719				2,719			
<b>Total</b>			\$ 2,719	\$ 271	\$ 917	\$ 686	\$ 4,593	\$ 789	\$ -	\$ -

**Total for the Month**      \$      5,382

Maximum daily single meal expense claimed in the month      \$      24  
Maximum daily base hotel rate claimed in the month      \$      195  
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								
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 2,662.55								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/3/2019	Meeting attendance - Attend HRBP meeting at RAH	AB - Local	Parking - Lot or Parkade	\$ 11.25			Attend HRBP meeting at RAH	1			
1/9/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Accommodations	\$ 479.39				3			
1/9/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Taxi	\$ 46.97	YYC Airport	Fairfield Inn and Suites - Calgary		1			
1/9/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
1/10/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Meals Per Diem	\$ 34.50				1			
1/11/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Meals Per Diem	\$ 34.50				1			
1/12/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Meals Per Diem	\$ 34.50				1			
1/12/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Other Zones	Taxi	\$ 7.92	Fairfield Inn & Suites	University of Calgary - Downtown		1			
1/12/2019	Attend Directors Education Program - Institute of Corporate Directors	AB - Local	Taxi	\$ 75.90	YEG Airport	Home		1			
1/22/2019	Attending Meetings and AHS Long Service Event in Calgary		Mileage-Local-Home Zone	\$ 14.80	Seventh Street Plaza	YEG International Airport		1			29.3
1/22/2019	Attending Meetings and AHS Long Service Event in Calgary	AB - Other Zones	Accommodations	\$ 437.84			Stayed at Calgary Airport Marriott - AHS Awards Luncheon venue to avoid additional cab costs	2			
1/22/2019	Attending Meetings and AHS Long Service Event in Calgary	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
1/23/2019	Attending Meetings and AHS Long Service Event in Calgary	AB - Other Zones	Taxi	\$ 50.38	Southport Tower	YYC Airport Hotel		1			

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 2,662.55								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/23/2019	Attend Conversation with AHS President and CEO Dr. V. Yiu	AB - Other Zones	Taxi	\$ 25.70	Southport Tower-Calgary	cSPACE King Edward		1			
1/23/2019	Attending Meetings and AHS Long Service Event in Calgary	AB - Other Zones	Taxi	\$ 65.01	YYC Airport	South Port Tower		1			
1/23/2019	AHS Long Service Awards Events/Meetings	AB - Other Zones	Meals Per Diem	\$ 47.50				1			
1/24/2019	AHS Long Service Awards Events/Meetings	AB - Other Zones	Meals Per Diem	\$ 10.50				1			
1/24/2019	Attending Meetings and AHS Long Service Event in Calgary		Mileage-Local-Home Zone	\$ 21.01	YEG Airport	Home		1			41.6
1/24/2019	Parking at YEG - Attending Meetings and AHS Long Service Event in Calgary	AB - Local	Parking - Lot or Parkade	\$ 75.00				3			
2/6/2019	Attend LAPP meetings at LAPP Office	AB - Other Zones	Parking - Lot or Parkade	\$ 29.75				1			
2/8/2019	Annual membership fees for CPRH Alberta	AB - Other Zones	Membership Dues	\$ 462.00			Annual membership dues for Chartered Professionals in Human Resources of Alberta Association (CpHR	1			
2/8/2019	ICF membership dues	AB - Other Zones	Membership Dues	\$ 326.67			Annual membership dues for International Coach Federation (ICF)	1			
2/19/2019	Travel to YEG Airport - Attend Alberta Top Employers Event (2018) Official Awards luncheon and meetings in Calgary	AB - Local	Taxi	\$ 52.80	SSP	YEG Airport		1			
2/19/2019	YYC Airport to Hotel - Attend Alberta Top Employers Event (2018) Official Awards luncheon and meetings in Calgary	AB - Other Zones	Taxi	\$ 63.25	YCC Airport	Delta Calgary South Hotel		1			

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GILCHRIST, TODD	VP, People, Legal & Privacy	Edmonton	\$ 2,662.55								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
2/19/2019	Attend Alberta Top Employers Event	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
2/20/2019	Attend Alberta Top Employers Event	AB - Other Zones	Meals Per Diem	\$ 13.00				1			
2/20/2019	Attend Alberta Top Employer Event	AB - Other Zones	Taxi	\$ 26.70	Southport Tower	The Hudson - Calgary		1			
2/21/2019	Attend Alberta Top Employers Event	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
2/21/2019	Travel to YYC Airport - Attend Alberta Top Employers Event (2018) Official Awards luncheon and meetings in Calgary	AB - Other Zones	Taxi	\$ 59.50	Southport Tower	YYC Airport		1			
2/21/2019	Attend Alberta Top Employers Event (2018) Official Awards luncheon and meetings in Calgary		Mileage-Local-Home Zone	\$ 21.01	YEG Airport	Home		1			41.6
2/21/2019	Attend Alberta Top Employers Event (2018) Official Awards luncheon and meetings in Calgary	AB - Other Zones	Taxi	\$ 9.20	Delta Calgary South	Southport Tower		1			
2/22/2019	Attend LAPP meetings at LAPP Office	AB - Other Zones	Parking - Lot or Parkade	\$ 30.00				1			
<b>Approver(s) for the claim</b>		<b>Approval Status</b>		<b>Approval Date</b>							
YIU, VERNA		Approve		13-Mar-19							

RECEIPT

RAH Parking  
Edmonton, Alberta

① HRBP - RAH meeting



Expiration Date/Time

10:33 AM  
JAN 03, 2019

Purchase Date/Time: 08:03am Jan 03, 2019  
Total Due: \$11.25 Rate: Hourly-up to 3 hrs  
Total Paid: \$11.25 Prt Type: CC (Swipe)  
Ticket # [Redacted]  
S/N [Redacted]  
Setting: rxn  
Mach Name: ED-RAH-112

[Redacted] MasterCard Auth # [Redacted]

Parking Rates are  
GST Exempt  
For assistance call  
1-855-535-1100

ASSOCIATED CAB  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1218

SALE

MID: [Redacted]  
TID: [Redacted] REF#: [Redacted]  
Batch # [Redacted] SEQ: [Redacted]  
15:23:40

APPR CODE: [Redacted]  
MASTERCARD  
[Redacted]

AMOUNT \$42.70  
TIP \$4.27  
TOTAL \$46.97

00 - APPROVED - 001

MASTERCARD  
[Redacted]

THANK YOU

CUSTOMER COPY

ASSOCIATED CAB  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1309

SALE

Batch # [Redacted] REF#: [Redacted]  
01/03/19 SEQ: [Redacted] 07:05:02  
APPR CODE: [Redacted]  
MASTERCARD  
[Redacted]

AMOUNT \$7.20  
TIP \$0.72  
TOTAL \$7.92

00 - APPROVED - 001

Thank You

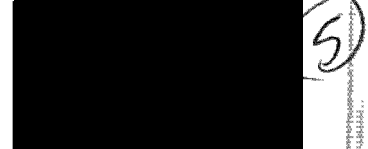
GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

CARD [Redacted]  
CARD TYPE MASTERCARD  
DATE 10/03/2018  
TIME 5010 19:36:53  
INVOICE # [Redacted]  
RECEIPT NUMBER [Redacted]

PURCHASE  
AMOUNT \$69.00  
TIP \$6.90  
TOTAL

\$75.90

MASTERCARD



APPROVED

AUTH# [Redacted]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070



Richard/Todd Gilchrist



Room: [REDACTED]

Room Type: KING

Number of Guests: 1

Rate: \$119.00

Clerk: RIT

Arrive: 09Jan19

Time: 03:27PM

Depart: 12Jan19

Time: 06:53AM

Folio Number: [REDACTED]

Date	Description	Charges	Credits
09Jan19	Room Charge	149.00	
09Jan19	GST-Goods and Services Tax	7.67	
09Jan19	Convention and Tourism Tax	4.47	
09Jan19	Occupancy Sales Tax	6.14	
10Jan19	Room Charge	159.00	
10Jan19	GST-Goods and Services Tax	8.19	
10Jan19	Convention and Tourism Tax	4.77	
10Jan19	Occupancy Sales Tax	6.55	
11Jan19	Room Charge	119.00	
11Jan19	GST-Goods and Services Tax	6.13	
11Jan19	Convention and Tourism Tax	3.57	
11Jan19	Occupancy Sales Tax	4.90	
12Jan19	Master Card		479.39
	Card # [REDACTED]		
	Amount: 479.39 Auth: [REDACTED] Signature on File		
	This card was electronically swiped on 09Jan19		
	<b>Balance:</b>	<b>0.00</b>	

Rewards Account # [REDACTED] Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

See our "Privacy & Cookie Statement" on Marriott.com.

②

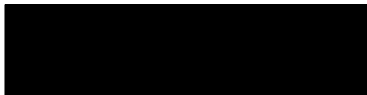
DEP ✓







**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:   
Folio:   
Cashier:   
Arrival: 01-22-19  
Departure: 01-24-19

Date	Description	Additional Information	Charges	Credits
01-22-19	Room Charge		195.00	
01-22-19	Rooms Destination Market Fee		5.85	
01-22-19	Rooms Tourism Levy		8.03	
01-22-19	Room GST		10.04	
01-23-19	Room Charge		195.00	
01-23-19	Rooms Destination Market Fee		5.85	
01-23-19	Rooms Tourism Levy		8.03	
01-23-19	Room GST		10.04	
01-23-19	Master Card			437.84

GST Summary	
Reg No: 741907497 RT0001	
Room	20.08
F&B	0.00
Other	0.00
<b>Total</b>	<b>20.08</b>

Total	437.84	437.84
Balance Due	0.00	CDN

Guest Signature: \_\_\_\_\_

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.

(b)



316 MERIDIAN ROAD SE  
CALGARY, AB T2A 1X2

TERMINAL ID:  
MERCHANT ID:  
VEHICLE ID:  
DRIVER ID:  
GST ACCOUNT NO:  
TRIP NUMBER:  
PASSENGERS:



1

START: 15:28      END: 15:48  
DISTANCE: 102.00      RATE: 1  
FARE AMOUNT: \$ 22.10  
TAX AMOUNT: \$ 1.10  
TIP AMOUNT: \$ 2.50

TOTAL : \$ 25.70

MASTER CARD SALE :  
APPROVAL NUMBER :

\*\*\*PASSENGER COPY\*\*\*

THANK YOU  
403.299.9999  
WWW.THECHECKERGROUP.COM



ASSOCIATED CAB  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1851

SALE

Batch # [REDACTED] REF# [REDACTED]  
SEQ# [REDACTED] 07.4134  
APPR CODE: [REDACTED]  
MASTERCARD [REDACTED]

AMOUNT \$59.10  
TIP \$5.91  
TOTAL \$65.01

00 - APPROVED - 001 (7)

THANK YOU

ASSOCIATED CAB  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#941

SALE

Batch # [REDACTED] REF# [REDACTED]  
SEQ# [REDACTED] 10.4033  
APPR CODE: [REDACTED]  
MASTERCARD [REDACTED]

AMOUNT \$45.80  
TIP \$4.58  
TOTAL \$50.38

00 - APPROVED - 001

MASTERCARD [REDACTED]



THANK YOU

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton  
Tax Code CA5%

Exit Lane 24/01/19 17:40  
Receipt [REDACTED]

Short-term parking tkt  
HL - No. 002674  
22/01/19 14:35  
24/01/19 17:40  
Period 2d3h6'  
(Tax) \$75.00

Total \$75.00

Payment Received  
MC \$75.00

Sub Total \$71.43  
Tax 5% \$3.57

019A4348 - 1/1



DON WHEATON YMCA EDMONTON

PAYSTATION 06/02/19 14:18  
Receipt

Short-term parking tkt  
YMCA - No.  
06/02/19 08:42  
06/02/19 14:18  
Period 0d5h37'  
(NoTax) \$29.75

Gross total \$29.75

Payment  
Type: PURCHASE \$ 29.75  
MASTERCARD

CARD  
REF:  
AUTH:

CHIP CARD SWIPED  
01 APPROVED-THANK YOU 027

Net total \$29.75

10

88629740 - 1/1

**Billing Information**

Gilchrist, Todd

**Order Number**

INV [REDACTED] 3/2019

ORI [REDACTED] 1/2/2019

Product	List Price	Your Price	Qty	Total
Chartered Renewal Dues	\$440.00	\$440.00	1	\$440.00
Subtotal:				\$440.00
Discount:				\$0.00
Shipping:				\$0.00
Tax:				\$22.00
<b>Order Total:</b>				<b>\$462.00</b>

Payment Number	Date	Method	Card/Cheque Number	Applied Amount
----------------	------	--------	--------------------	----------------

[REDACTED]	2/08/2019	MasterCard	[REDACTED]	\$462.00
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**Total Payments:** \$462.00

**Order Balance:** \$0.00

**CPHR Alberta's Address:**

Chartered Professionals in Human Resources of Alberta Association

105 – 12th Avenue SE

Suite 990

Calgary AB, T2G 1A1

**G.S.T. Registration #:**

13483 0389 RT0001

*membership*

(19)



International Coach Federation

2365 Harrodsburg Road, Suite A325

Lexington, KY 40504

Toll free: 1 888.423.3131

Fax: 1.859.226.4411

Email: icfheadquarters@coachfederation.org

Customer # [REDACTED]

Richard Todd Gilchrist  
Alberta Health Services



### Receipt

Invoice #: [REDACTED]

Receipt Date: 2/8/2019

Order #	Description	Method	Pay Date	Amount
1090617	ICF Coach Membership - Renewal	credit card	2/8/2019	\$326.67 CAD

If you have any questions regarding this receipt, please contact ICF at +1.859.219.3580 or toll free at 888.423.3131 or icfheadquarters@coachfederation.org.

Invoice Total	<b>\$326.67 CAD</b>
Taxes	\$0.00 CAD
Amount Paid	\$326.67 CAD
Amount Due	<b>\$0.00 CAD</b>

#### Payment Information:

Payment Date: 2/8/2019  
Payment Method: credit card  
Card Type: Mastercard  
Card ending in: [REDACTED]  
Total Amount Paid: 326.67

(18)

CALGARYUNITEDCABS#0384  
#8 -5660 10TH ST NET2E8W7  
CALGARY AB  
27041996  
QW2704199601

ASSOCIATED CAB  
ALLIED LIMOUSIN  
307-41 AVENUE NE  
CALGARY AB T2E 2N4  
(403) 299-1111  
CAR#1864

DON WHEATON YMCA EDMONTON  
PAYSTATION 22/02/19 16:18  
Receipt [REDACTED]

Short-term parking tkt  
YMCA - No. 092338  
22/02/19 08:26  
22/02/19 16:18  
Period 0d7h53'  
(NoTax) \$30.00

**SALE**

**SALE**

02-20-2019 [REDACTED]  
Acct # [REDACTED] RF  
Exp Date [REDACTED] Card Type MC  
Name: [REDACTED]  
[REDACTED]  
Trace [REDACTED] ✓  
Inv. # [REDACTED]  
Auth [REDACTED] RRN [REDACTED]  
Sale \$24.20  
Tip \$2.50  
**TOTAL** (13) **\$26.70**

REF# [REDACTED]  
Batch # [REDACTED] SEQ [REDACTED] 19:37:03  
22/02/19  
APPR CODE: [REDACTED]  
MASTERCARD  
**AMOUNT \$57.50**  
**TIP \$5.75**  
**TOTAL \$63.25**

Gross total \$30.00  
Payment Type: PURCHASE \$ 30.00  
MASTER CARD  
CARD: [REDACTED]  
REF: [REDACTED]  
AUTH [REDACTED]  
CHIP CARD SWIPED  
01 APPROVED-THANK YOU 027  
Net total (17) \$30.00

00 - APPROVED - 001 (12)

THANK YOU

CUSTOMER COPY

+++++  
001 APPROVED-THANK YOU  
+++++

Retain this copy for your records  
Customer copy

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

316 MERIDIAN ROAD SE  
CALGARY, AB T2A 1X2

316 MERIDIAN ROAD SE  
CALGARY, AB T2A 1X2

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2019/02/19  
TIME 2589 16:46:09  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

TERMINAL ID: [REDACTED]  
MERCHANT ID: [REDACTED]  
VEHICLE ID: [REDACTED]  
DRIVER ID: [REDACTED]  
GST ACCOUNT #: [REDACTED]  
TRIP NUMBER: [REDACTED]  
PASSENGERS: 1

TERMINAL ID: [REDACTED]  
MERCHANT ID: [REDACTED]  
VEHICLE ID: [REDACTED]  
DRIVER ID: [REDACTED]  
GST ACCOUNT #: [REDACTED]  
TRIP NUMBER: [REDACTED]  
PASSENGERS: 1  
02-21-2019  
START: 06:56 END: 07:02  
DISTANCE: 8.00 RATE: 1  
FARE AMOUNT: \$ 6.86  
TAX AMOUNT: \$ 0.34  
TIP AMOUNT: \$ 2.00  
**TOTAL : \$ 9.20**

PURCHASE  
AMOUNT \$48.00  
TIP \$4.80  
**TOTAL \$52.80**

02-21-2019  
START: 14:04 END: 14:27  
DISTANCE: 294.00 RATE: 1  
FARE AMOUNT: \$ 51.43  
TAX AMOUNT: \$ 2.57  
TIP AMOUNT: \$ 5.50  
**TOTAL : \$ 59.50**

MASTER CARD SALE : [REDACTED]  
APPROVAL NUMBER : [REDACTED]  
\*\*\*PASSENGER COPY\*\*\*

MASTERCARD [REDACTED] (11)

MASTER CARD SALE : [REDACTED]  
APPROVAL NUMBER : [REDACTED]  
\*\*\*PASSENGER COPY\*\*\*

THANK YOU  
(403)299-9999  
WWW.THECHECKERGROUP.COM

THANK YOU  
(403)299-9999  
WWW.THECHECKERGROUP.COM



APPROVED

AUTH# [REDACTED]  
THANK YOU



## 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> Todd Gilchrist	<b>Reporting Period for the Month of :</b> February, 2019
------------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
9-Jan-2019	Direct Pay	Airline Ticket	Travel from Edmonton to Calgary on January 9 to attend Director's Education Program - Institute of Corporate Directors	Marlin Travel	191.00
12-Jan-2019	Direct Pay	Airline Ticket	Travel from Calgary to Edmonton on January 12 to attend Director's Education Program - Institute of Corporate Directors	Marlin Travel	372.68
14-Jan-2019	Direct Pay	Airline Ticket	Travel from Edmonton to Calgary on February 19 returning February 21 to attend Alberta Top Employers (2018) Official Awards luncheon and meetings in Calgary	Marlin Travel	430.20
18-Jan-2019	Direct Pay	Airline Ticket	Travel from Edmonton to Calgary on January 22, returning on January 24 to attend AHS Long Service Awards and attend meetings in Calgary	Marlin Travel	437.96
<b>Total Paid in the Month</b>					<b>\$ 1,431.84</b>

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- Indicate whether you have expenses to report in this section for this reporting period: **YES**

<b>Name :</b> Todd Gilchrist	<b>Reporting Period for the Month of :</b> Feb-19
------------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
16-Oct-2018	Direct Bill	Airline Ticket	Travel from Edmonton to Calgary on October 28th to attend PHSSC meeting and Senior Leaders Meeting	Marlin Travel	495.00
3-Mar-2019	Direct Bill	Airline Ticket	Travel from Edmonton to Calgary on March 3 to attend Director's Education Program - Institute of Corporate Directors. Travel from Calgary to Vancouver on March 6 returning March 7 to meeting of the Council of Human Resources Executives - Western Chapter meetings.	Marlin Travel	791.96
<b>Total Paid in the Month</b>					<b>\$ 1,286.96</b>

From: [REDACTED]  
To: [REDACTED]  
Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 09January19 - Vision Travel Locator: [REDACTED]  
Date: Tuesday, March 19, 2019 12:16:29 PM

Vision Travel DT Ontario-West Inc

, , Canada,

[www.visiontravel.ca](http://www.visiontravel.ca)

GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 03 January 2019 Sales Person: Customer Ref.:

**ALBERTA HEALTH SERVICES** Passenger(s): **GILCHRIST/RICHARD TODD MR**  
**10030 - 107 STREET**  
**EDMONTON AB**  
**T5J 3E4**

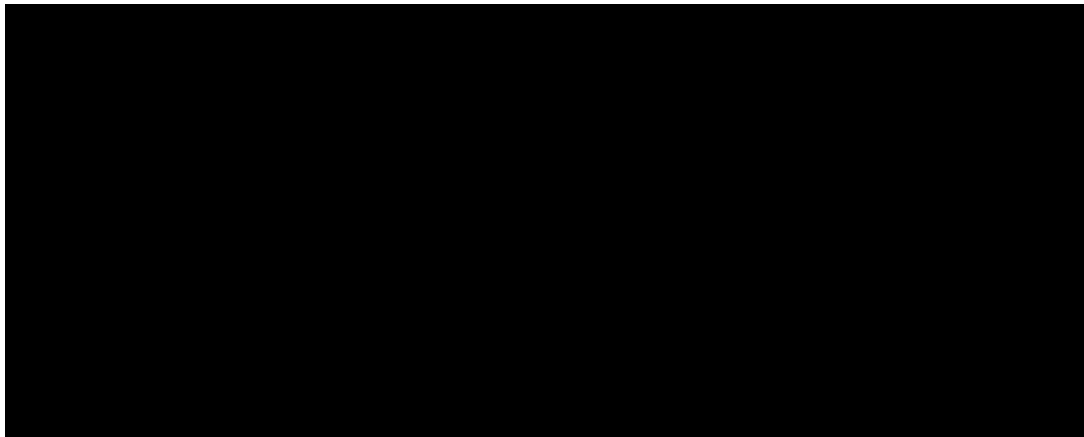
**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

**AIR - Wednesday, January 9 2019** [Add To Calendar](#)

**WestJet Flight WS3134 Premium Economy Class - Seat 03B (Non smoking, Aisle)**  
**Confirmed**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a>
	Edmonton International Airport		Calgary International Airport
	02:00 PM Wednesday, January 9 2019		03:00 PM Wednesday, January 9 2019

**Duration:** 1 hour(s) and 0 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage** 2 Piece(s)  
**Allowance:**



**AIR - Saturday, January 12 2019**

**Add To Calendar**

**WestJet Flight WS3229 Premium Economy Class - Seat 03C (Non smoking, Aisle)  
Confirmed**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a>
	Calgary International Airport		Edmonton International Airport
	06:15 PM Saturday, January 12 2019		07:13 PM Saturday, January 12 2019

**Duration:** 0 hour(s) and 58 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 2 Piece(s)  
**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE

**Invoice Details**

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	191.00	0.00	0.00	0.00	191.00
Ticket					
Exchange					191.00
				Original ticket: [REDACTED]	
				Billed to: [REDACTED]	
<b>Totals:</b>	<b>191.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>191.00</b>
				<b>Total Credit Card Billing:</b>	<b>191.00</b>
				<b>Balance Due:</b>	<b>0.00</b>

**Remarks**

\*\*\*\*\*  
**\*\*\*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](http://WWW.WESTJET.COM) TO CHECK IN AND PRINT YOUR BOARDING PASS.  
-----  
24 HOUR EMERGENCY TRAVEL ASSISTANCE  
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY  
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE  
WITHIN NORTH AMERICA - CALL 1-888-700-6063  
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263  
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA



From: [REDACTED]  
To: [REDACTED]  
Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 09January19 - Vision Travel Locator: [REDACTED]  
Date: Tuesday, March 19, 2019 12:15:49 PM

Vision Travel DT Ontario-West Inc

, , Canada,

[www.visiontravel.ca](http://www.visiontravel.ca)

GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 03 January 2019 Sales Person: Customer Ref.:

**ALBERTA HEALTH SERVICES** Passenger(s): **GILCHRIST/RICHARD TODD MR**  
**10030 - 107 STREET**  
**EDMONTON AB**  
**T5J 3E4**

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

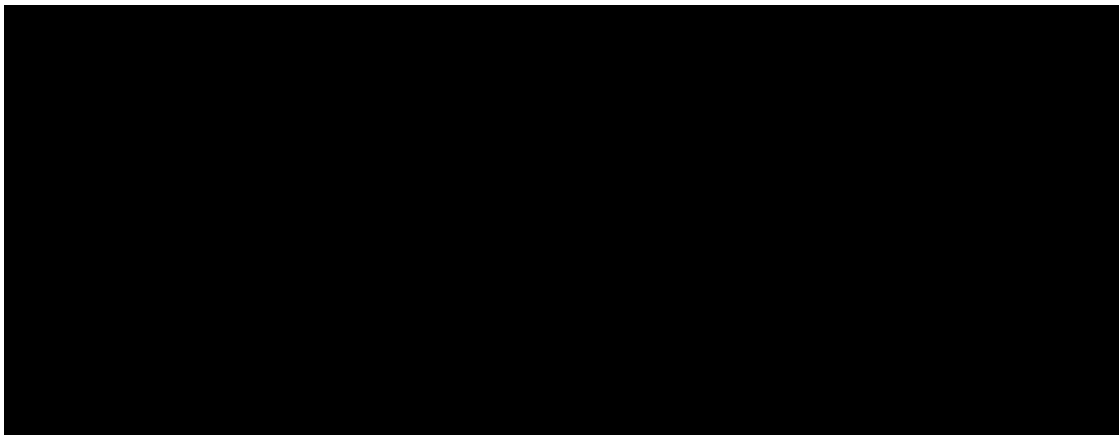
**AIR - Wednesday, January 9 2019**

[Add To Calendar](#)

**WestJet Flight WS3352 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a>
	Edmonton International Airport		Calgary International Airport
	04:00 PM Wednesday, January 9 2019		05:00 PM Wednesday, January 9 2019

**Duration:** 1 hour(s) and 0 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage** 0 Piece(s)  
**Allowance:**  
**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE



**AIR - Saturday, January 12 2019**

**Add To Calendar**

**WestJet Flight WS3229 Premium Economy Class - Seat 03C (Non smoking, Aisle)**

**Confirmed**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a>
	Calgary International Airport		Edmonton International Airport
	06:15 PM Saturday, January 12 2019		07:13 PM Saturday, January 12 2019

**Duration:** 0 hour(s) and 58 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 2 Piece(s)

**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE

**Invoice Details**

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED] WestJet [REDACTED]	273.72	98.96	0.00	0.00	372.68
				Billed to: [REDACTED]	
<b>Totals:</b>	<b>273.72</b>	<b>98.96</b>	<b>0.00</b>	<b>0.00</b>	<b>372.68</b>
				<b>Total Credit Card Billing:</b>	<b>372.68</b>
				<b>Balance Due:</b>	<b>0.00</b>

**Remarks**

\*\*\*\*\*

\*\*\*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](http://WWW.WESTJET.COM)  
TO CHECK IN AND PRINT YOUR BOARDING PASS.

-----  
24 HOUR EMERGENCY TRAVEL ASSISTANCE  
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY  
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE  
WITHIN NORTH AMERICA - CALL 1-888-700-6063  
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263  
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA

-----  
RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES  
PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE  
AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES

From: [REDACTED]  
To: [REDACTED]  
Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 19February19 - Vision Travel Locator: [REDACTED]  
Date: Tuesday, March 19, 2019 12:26:02 PM

Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

[www.visiontravel.ca](http://www.visiontravel.ca)  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 08 February 2019 Sales Person: [Toni Beitz](#) Customer Ref.:

**ALBERTA HEALTH SERVICES** Passenger(s): **GILCHRIST/RICHARD TODD MR**  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

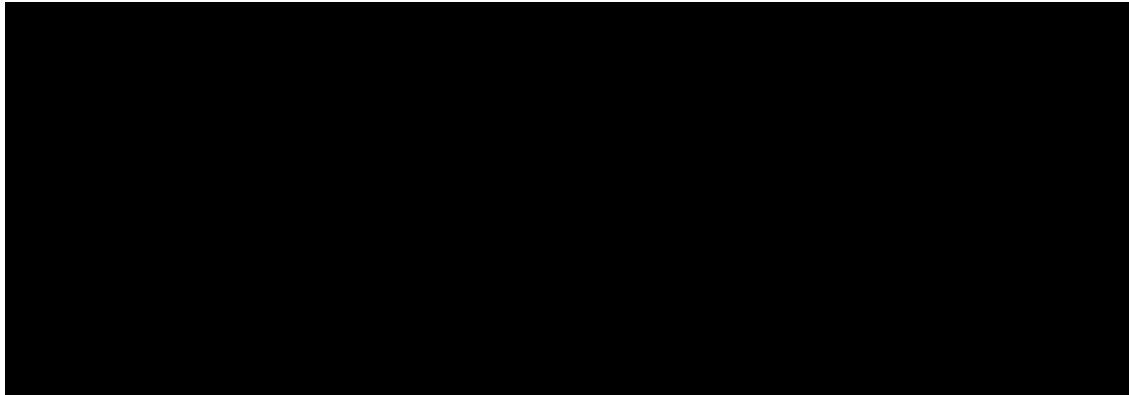
**AIR - Tuesday, February 19 2019 (Flown)** [Add To Calendar](#)

**WestJet Flight WS3352 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 04:00 PM Tuesday, February 19 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 05:00 PM Tuesday, February 19 2019
---------------	--	---------------	--

**Duration:** 1 hour(s) and 0 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage** 0 Piece(s)  
**Allowance:**

**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE



**AIR - Thursday, February 21 2019 (Flown)**

**Add To Calendar**

**WestJet Flight WS3225 Economy Class**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a>
	Calgary International Airport		Edmonton International Airport
	03:15 PM Thursday, February 21 2019		04:13 PM Thursday, February 21 2019

**Duration:** 0 hour(s) and 58 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 0 Piece(s)  
**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE

**Invoice Details**

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	312.34	98.96	0.00	0.00	411.30
				Billed to: [REDACTED]	
Vendor WS [REDACTED]	18.90	0.00	0.00	0.00	18.90
WESTJET				Billed to: [REDACTED]	
<b>Totals:</b>	<b>331.24</b>	<b>98.96</b>	<b>0.00</b>	<b>0.00</b>	<b>430.20</b>
				<b>Total Credit Card Billing:</b>	<b>430.20</b>
				<b>Balance Due:</b>	<b>0.00</b>

**Remarks**

\*\*\*\*\*  
 \*\*\*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](http://WWW.WESTJET.COM) TO CHECK IN AND PRINT YOUR BOARDING PASS.  
 -----  
 24 HOUR EMERGENCY TRAVEL ASSISTANCE  
 OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY  
 A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE  
 WITHIN NORTH AMERICA - CALL 1-888-700-6063  
 OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263  
 EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA  
 PLEASE QUOTE ACCESS CODE 2EC0

From: [REDACTED]  
To: [REDACTED]  
Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 22January19 - Vision Travel Locator: [REDACTED]  
Date: Tuesday, March 19, 2019 12:16:49 PM

Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

[www.visiontravel.ca](http://www.visiontravel.ca)  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 14 January 2019 Sales Person: [REDACTED] Customer Ref.:

**ALBERTA HEALTH SERVICES** Passenger(s): **GILCHRIST/RICHARD TODD MR**  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

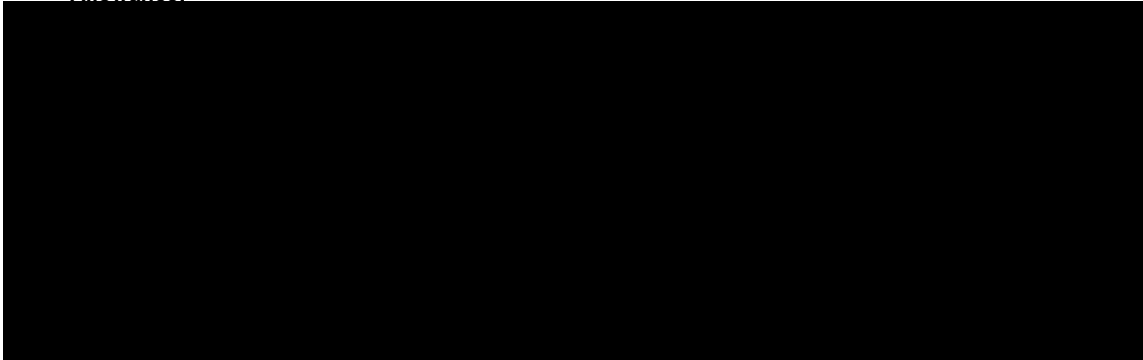
**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

**AIR - Tuesday, January 22 2019** [Add To Calendar](#)

**WestJet Flight WS3352 Economy Class - Seat 06B (Non smoking, Aisle, Chargeable)**  
**Confirmed**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a>
	Edmonton International Airport		Calgary International Airport
	04:00 PM Tuesday, January 22 2019		05:00 PM Tuesday, January 22 2019

**Duration:** 1 hour(s) and 0 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage:** 0 Piece(s)  
**Allowance:**



**AIR - Thursday, January 24 2019**

**Add To Calendar**

**WestJet Flight WS3145 Economy Class - Seat 05C (Non smoking, Aisle, Chargeable)  
Confirmed**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a>
	Calgary International Airport		Edmonton International Airport
	04:15 PM Thursday, January 24 2019		05:13 PM Thursday, January 24 2019

**Duration:** 0 hour(s) and 58 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE

**Invoice Details**

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	320.10	98.96	0.00	0.00	419.06
				Billed to: [REDACTED]	
Vendor WS [REDACTED]	18.90	0.00	0.00	0.00	18.90
Misc Air Charges				Billed to: [REDACTED]	
<b>Totals:</b>	<b>339.00</b>	<b>98.96</b>	<b>0.00</b>	<b>0.00</b>	<b>437.96</b>
				<b>Total Credit Card Billing:</b>	<b>437.96</b>
				<b>Balance Due:</b>	<b>0.00</b>

**Remarks**

\*\*\*\*\*

\*\*\*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

-----  
24 HOUR EMERGENCY TRAVEL ASSISTANCE  
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY  
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE  
WITHIN NORTH AMERICA - CALL 1-888-700-6063  
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263  
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA  
PLEASE QUOTE ACCESS CODE 2ECO

-----  
RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING. PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE

**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 28October18 - Vision Travel Locator:  
**Date:** Thursday, December 20, 2018 4:51:55 PM

Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

[www.visiontravel.ca](http://www.visiontravel.ca)  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 30 October 2018 Sales Person: [REDACTED] Customer Ref.: [REDACTED]

**ALBERTA HEALTH SERVICES** Passenger(s): GILCHRIST/RICHARD TODD MR  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

**AIR - Sunday, October 28 2018 (Flown)** [Add To Calendar](#)

**WestJet Flight WS 3352 Premium Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a>
	Edmonton International Airport		Calgary International Airport
	04:00 PM Wednesday, October 31 2018		05:00 PM Wednesday, October 31 2018

**Duration:** 0 hour(s) and 56 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference:  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage** 2 Piece(s)  
**Allowance:**

**Remarks:** PLEASE CHECK IN WITH WESTJET ENCORE

### Invoice Details

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED] WestJet [REDACTED]	495.00	0.00	0.00	0.00	495.00
				Billed to: [REDACTED]	
<b>Totals:</b>	<b>495.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>495.00</b>
				<b>Balance Due:</b>	<b>0.00</b>

From: [REDACTED]  
To: [REDACTED]  
Subject: Invoice and Itinerary for GILCHRIST/RICHARD TODD MR - 03March19 - Vision Travel Locator: [REDACTED]  
Date: Tuesday, March 19, 2019 12:30:23 PM

Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

[www.visiontravel.ca](http://www.visiontravel.ca)  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Issued: 11 February 2019 Sales Person: [REDACTED] Customer Ref.:

**ALBERTA HEALTH SERVICES** Passenger(s): **GILCHRIST/RICHARD TODD MR**  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

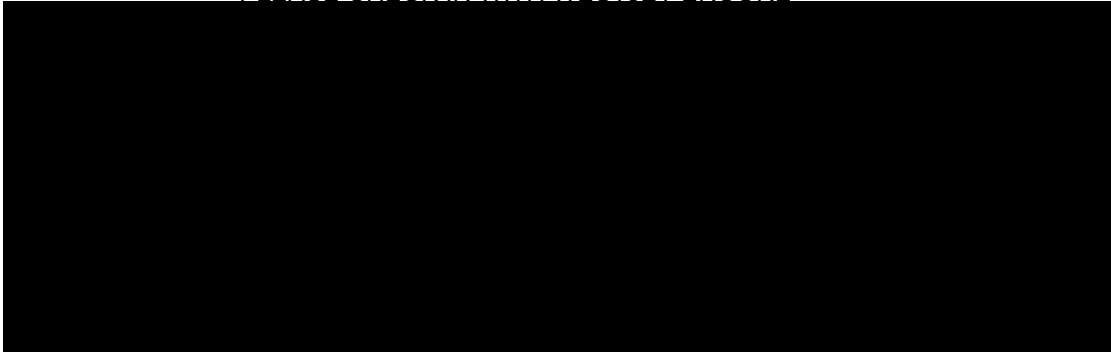
**AIR - Sunday, March 3 2019 (Flown)** [Add To Calendar](#)

**WestJet Flight WS3352 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a>	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a>
	Edmonton International Airport		Calgary International Airport
	04:00 PM Sunday, March 3 2019		04:56 PM Sunday, March 3 2019

**Duration:** 0 hour(s) and 56 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**Operated By:** WESTJET ENCORE  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage** 0 Piece(s)  
**Allowance:**

**Remarks:** ARR TERMINALM  
PLEASE CHECK IN WITH WESTJET ENCORE





**AIR - Wednesday, March 6 2019 (Flown) Add To Calendar**

**WestJet Flight WS137 Premium Economy Class**

**Depart** Calgary, Alberta [Weather](#) **Arrive** Vancouver, British Columbia [Weather](#)  
 Calgary International Airport Vancouver Intl  
 07:30 PM Wednesday, March 6 2019 08:01 PM Wednesday, March 6 2019

**Duration:** 1 hour(s) and 31 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 2 Piece(s)  
**Remarks:** ARR TERMINALM  
 PLEASE CHECK IN WITH WESTJET

**AIR - Thursday, March 8 2019 (Flown) Add To Calendar**

**WestJet Flight WS160 Economy Class**

**Depart** Vancouver, British Columbia [Weather](#) **Arrive** Edmonton, Alberta [Weather](#)  
 Vancouver Intl Edmonton International Airport  
 09:00 AM Friday, March 8 2019 11:28 AM Friday, March 8 2019

**Duration:** 1 hour(s) and 28 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference: [REDACTED]  
**FF Number:** [REDACTED] - GILCHRIST/RICHARD TODD MR - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 1 Piece(s)

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
WestJet	[REDACTED]	661.00		0.00	0.00	791.96
			130.96			
WS Seat	[REDACTED]	9.45	0.00	0.00	0.00	9.45
<b>Totals:</b>		<b>670.45</b>	<b>130.96</b>	<b>0.00</b>	<b>0.00</b>	<b>801.41</b>
<b>Balance Due:</b>						<b>0.00</b>

**Remarks**

\*\*\*\*\*  
 \*\*\*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](http://WWW.WESTJET.COM) TO CHECK IN AND PRINT YOUR BOARDING PASS.  
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 24 HOUR EMERGENCY TRAVEL ASSISTANCE