

## AHS Board and Executive Expense Report

**Name** David Carpenter  
**Title** AHS Board Member  
**Location** Edmonton

Expenses submitted during the month of April 2016

### 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)
Apr-16	Expense Claim	Meetings	595	44	167	188	994			
<b>Total</b>			\$ 595	\$ 44	\$ 167	\$ 188	\$ 994	\$ -	\$ -	\$ -

**Total for the Month** \$ 994

Maximum daily single meal expense claimed in the month \$ 21  
 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.

### 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.

<b>AHS - AP Processing - Internal Use Only</b>	
Voucher #	
Naming Convention:	
T4A/NR Applicable? - If yes, indicate line & amt	

## BOARD MEMBER EXPENSE CLAIM FORM

<b>SECTION 1: PAYEE INFORMATION</b>					
Name:	David Carpenter			Expense Period Month:	Apr-16
Address:	[REDACTED]		City:	Lethbridge	
Province:	AB	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Attendance at Community Engagement Meeting on April 13, 2016 and Finance Committee and Audit & Risk Committee Meetings on April 14, 2016.				

<b>SECTION 2: FINANCE CODING &amp; TOTAL CLAIM</b>					
Description	Corp/BU/Org	Location (If applicable)	Functional Centre/Primary	Expense/Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	<b>\$43.95</b>
Travel Exp (B+C+E)	101	0005	71110300000	62212000	<b>\$949.74</b>
Other (D)	101	0005	71110300000	41090000	<b>\$0.00</b>
<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>					<b>\$993.69</b>

<b>SECTION 3: AUTHORIZATION</b>			
I attest that I have read and understand all applicable policies that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.			
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.			
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.			
Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
David Carpenter	<i>[Signature]</i>	May 18, 2016	[REDACTED]

I attest that I have read and understand all applicable policies of that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.	
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.	
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.	
Approved by (Print Name)	Position Title/Program Group
Linda Hughes	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
<i>[Signature]</i>	May 18/16

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

For Deborah Rhodes May 18/16  
 14<sup>th</sup> Floor, North Tower, Seventh Street Plaza Deborah Rhodes, VP Corporate Services & CFO  
 Position [REDACTED] DOFA Level: [REDACTED] 1stra

**Carry forward from Section 1**

Name: **David Carpenter** Expense Period Month: ██████

Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

**Rationale is Required for expenses that are not Cost Effective:** (supporting analysis and documentation must be attached to this form)

**SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM**

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)( A )				Accommodation ( B )	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) ( C )	Other (Itemize) ( D )	Mileage km ( E )
			Allowance		With Receipt					
			Meal Type	Allow-ance	Meal Type	With Receipt				
13-Apr-16	Mileage from residence to YQL and return to attend Board Committee Meetings on April 13-14, 2016; and parking at YQL.	Yes					\$16.00	✓	40	
13-Apr-16	Flight from YQL to YEG & return to attend Board Committee Meetings on April 13-14 (includes change fee as meeting time changed).	Yes					\$594.56	✓		
13-Apr-16	Taxi from YEG to hotel and return on April 14, 2016.	Yes					\$145.20	✓		
13-Apr-16	1 night accommodation to attend Board Committee Meetings on April 13-14, 2016.	Yes	LD-\$32.35	\$32.35	✓	\$167.28	✓			
13-Apr-16	Transit fare from hotel to SSP to attend Community Engagement Committee Meeting.	Yes					\$3.25	✓		
14-Apr-16	Transit fare from hotel to SSP to attend Finance and Audit & Risk Committee Meetings.	Yes	L-\$11.60	\$11.60	✓		\$3.25	✓		
<b>Total: (amount auto fills to page 1)</b>			\$43.95	✓	\$0.00	\$167.28	\$762.26	\$0.00	40.00	

<b>BOARD MEMBER Mileage Rate</b>	0.505	<b>Total Mileage</b>	\$ 20.20
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For payment please submit to:

14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

THIS IS YOUR RECEIPT

County of Lethbridge

Airport Parking

GST #106989023

Space # : 85

Transaction #:

Date : APR/13/16  
Time : 09:04 AM

Paid : \$16.00

Parking Expires At:

APR/15/16  
09:04 AM

Please Retain Ticket.  
Lock your vehicle and  
secure all valuables.

THIS IS YOUR RECEIPT

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE AMEX  
DATE 2016/04/13  
TIME 3344 13:04:01  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$132.00  
TIP \$13.20  
TOTAL

\$145.20

AMERICAN EXPRESS  
A000000025010801  
142C86AB33FCCAE1  
0000008000-E800  
F8248CBDF985CE5A  
0000008000-F800

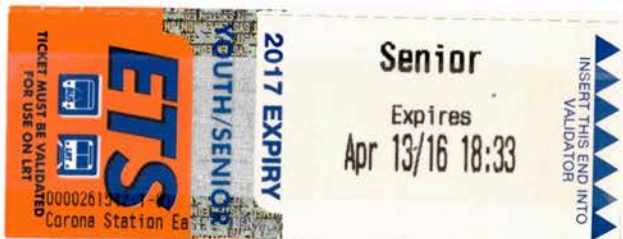
APPROVED

AUTH# [REDACTED] 00-025  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST 89368 2658 RT0001



5 \$3.25



6 \$3.25

2

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.

Passengers Mr David Carpenter

*change to attend Community Engagement*

Flight	From	To	Departure	Arrival		
AC7214 AC8142	Lethbridge (YQL)	Edmonton (YEG) - Connection in Calgary -	09:45 Wed 13-Apr 2016	12:55 Wed 13-Apr 2016	Air Transp. Charges	30.00
AC8147 AC7217	Edmonton (YEG)	Lethbridge (YQL) - Connection in Calgary -	13:50 Thu 14-Apr 2016	16:06 Thu 14-Apr 2016	Options	0.00
					Taxes, fees and charges	1.50
					Extras (Change Fee)	52.50
					<b>Grand Total Canadian dollars</b>	<b>\$84.00</b>

*ORIGINAL*

*50 56*  
*594 56*

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.



AIR CANADA

Booking Information

Booking Reference: [REDACTED] Customer Care  
Air Canada  
1-888-247-2262

Electronic Ticketing confirmed. This is your official itinerary/receipt. Flight Arrivals and Departures  
1-888-422-7533

Main Contact:  
Mr David Carpenter  
[REDACTED]

Mobile: [REDACTED]  
Home: [REDACTED]  
Work: [REDACTED]

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7214 <sup>1</sup>	Lethbridge (YQL) Wed 13-Apr 2016 09:45	Calgary (YYC) Wed 13-Apr 2016 10:33	0	3hr10	BEH	Flex, W	
AC8142 <sup>2</sup>	Calgary (YYC) Wed 13-Apr 2016 12:05	Edmonton, Edmonton Int'l (YEG) Wed 13-Apr 2016 12:55	0		DH4	Flex, W	
AC8147 <sup>2</sup>	Edmonton, Edmonton Int'l (YEG) Thu 14-Apr 2016	Calgary (YYC) Thu 14-Apr 2016 14:40	0	2hr16	DH4	Flex, G	

	2016 13:50				
AC7217 <sup>1</sup>	Calgary (YYC) Thu 14-Apr 2016 15:20	Lethbridge (YQL) Thu 14-Apr 2016 16:06	0	BEH	Flex. G
Operated by:					
<sup>1</sup> Air Canada Express - Air Georgian					
<sup>2</sup> Air Canada Express - Jazz					

## Passenger Information

1: Mr David Carpenter : Adult (16+), Ticket Number: [REDACTED]			
Air Canada - Aeroplan :	[REDACTED]	Meal Preference:	None
Payment Card:	[REDACTED]	Special Needs:	None
Seat Selection:	AC7214 1B , AC8142 2D ( <b>Preferred</b> ) , AC8147 1C ( <b>Preferred</b> ) , AC7217 1A		
Congratulations on your selection of a <b>Preferred seat</b> . Please read the <b>Terms and conditions</b> .			

## Additional amount payable and/or refund - Summary

	Additional charges
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Air Transportation Charges (including surcharges)	30.00
<b>Taxes, Fees and Charges</b>	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.50
Total Additional Fare	31.50
<b>Extras (Change Fee)</b>	
Change Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.50
Total Extras (Change Fee)	52.50
Number of passengers	x 1
Total with options	84.00
<b>Grand Total - Canadian dollars</b>	<b>\$84.00</b>
<b>Payment Information</b>	
Credit/Debit Card [REDACTED]	Amount paid: \$84.00
The following amount (tax inclusive) will appear on your credit card or debit card statement:	
<ul style="list-style-type: none"> <li>• Air Canada: \$31.50</li> <li>• Air Canada: \$52.50 (Change Fee per ticket)</li> </ul>	
Ticket number(s) [REDACTED]	

## Fare Rules

Departing Flight Lethbridge (YQL) To Edmonton (YEG) - Flex
Return Flight Edmonton (YEG) To Lethbridge (YQL) - Flex

Your booking is confirmed. Booking reference: [REDACTED]

An email booking confirmation has been sent to: [REDACTED]

Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com.

Passengers Mr David B Carpenter

Flight	From	To	Departure	Arrival	Air Transp. Charges	Options	Taxes, fees and charges	Travel Insurance	Purchase travel insurance
AC7216 AC8156	Lethbridge (YQL)	Edmonton (YEG) - Connection in Calgary -	12:55 Wed 13-Apr 2016	15:15 Wed 13-Apr 2016	427.00	0.00	83.56		
AC8147 AC7217	Edmonton (YEG)	Lethbridge (YQL) - Connection in Calgary -	13:50 Thu 14-Apr 2016	16:07 Thu 14-Apr 2016					
<b>Grand Total</b>									<b>\$510.56</b>
					Canadian dollars				

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.



AIR CANADA 

## Booking Information

Booking Reference: [REDACTED]	Customer Care Air Canada 1-888-247-2262
Electronic Ticketing confirmed. This is your official itinerary/receipt.	Flight Arrivals and Departures 1-888-422-7533
Main Contact: Mr David B Carpenter [REDACTED]	
Mobile: [REDACTED]	
Home: [REDACTED]	
Work: [REDACTED]	

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7216 <sup>1</sup>	Lethbridge (YQL) Wed 13-Apr 2016 12:55	Calgary (YYC) Wed 13-Apr 2016 13:46	0	2hr20	BEH	Flex, G	
AC8156 <sup>2</sup>	Calgary (YYC) Wed 13-Apr 2016 14:25	Edmonton, Edmonton Int'l (YEG) Wed 13-Apr 2016 15:15	0		DH4	Flex, G	
AC8147 <sup>2</sup>	Edmonton, Edmonton Int'l (YEG) Thu 14-Apr	Calgary (YYC) Thu 14-Apr	0	2hr17	DH4	Flex, G	

	2016 13:50	2016 14:40			
AC7217 <sup>1</sup>	Calgary (YYC) Thu 14-Apr 2016 15:20	Lethbridge (YQL) Thu 14-Apr 2016 16:07	0	BEH	Flex. G
Operated by:					
<sup>1</sup> Air Canada Express - Air Georgian					
<sup>2</sup> Air Canada Express - Jazz					

## Passenger Information

1: Mr David B Carpenter : Adult (16+), Ticket Number: [REDACTED]			
Air Canada - Aeroplan :	[REDACTED]	Meal Preference:	None
Payment Card:	[REDACTED]	Special Needs:	None
Seat Selection:	AC7216 1A , AC8156 1C ( <b>Preferred</b> ) , AC8147 1C ( <b>Preferred</b> ) , AC7217 1A		
Congratulations on your selection of a <b>Preferred seat</b> . Please read the <b>Terms and conditions</b>			

## Purchase Summary

Fare Summary	
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	199.00
Return Flight - Flex	204.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	24.31
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	510.56
Number of passengers	x 1
Total with options	510.56
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$510.56</b>
<b>Payment Information</b>	
Credit/Debit Ca [REDACTED]	Amount paid: <b>\$510.56</b>
The following amount (tax inclusive) will appear on your credit card or debit card statement:	
• Air Canada: \$510.56 (Air Transp. Charges - per ticket)	
Ticket number(s) [REDACTED]	

## Fare Rules

Departing Flight Lethbridge (YQL) To Edmonton (YEG) - Flex
Return Flight Edmonton (YEG) To Lethbridge (YQL) - Flex
• Changes:



# UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

GUEST ACCOUNT

CARPENTER DAVID



④

Arrive 04/13/16 Depart 04/14/16

ALBERTA HEALTH SERVICES

Room # [REDACTED] Invoice # [REDACTED]

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
04/13/16	[REDACTED]	2-Room Charge		149.00
04/13/16	[REDACTED]	41-Tourism Le	On Room Charge	5.96
04/13/16	[REDACTED]	42-DMF		4.47
04/13/16	[REDACTED]	41-Tourism Le	On DMF	0.18
04/14/16	[REDACTED]	93-Amex. Expr		-167.28
			GST On DMF	0.22
			GST On Room Charge	7.45
			<b>Tax Reg. # R897343794</b>	



BILLING INSTRUCTIONS

BALANCE DUE

0.00

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.

SIGNATURE

X \_\_\_\_\_

ATTENTION

# 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