

AHS Board and Executive Expense Report

Name: Athana Mentzelopoulos

Title: AHS President & CEO

Location: Edmonton

Expenses posted during the month of September 2024

Travel (1)										
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
Sep-24	Direct Bill	Meetings			1,086	91	1,177			
Total by category			\$ -	\$ -	\$ 1,086	\$ 91	\$ 1,177	\$ -	\$ -	\$ -

**Total
posted for
the Month** \$ 1,177

Maximum daily single meal expense posted in the month \$ -
Maximum daily base hotel rate posted in the month \$ 169
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 membership dues, small item technology purchases, books, etc.

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

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.
- Refer to Quick Reference Guide for: [Providing a Standard Business Reason\(s\)](#)
- 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 :	Athana Mentzelopoulos	Reporting Period for the Month of :	Sep-24
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
24-Jul-24	Direct Billing	Other Transportation	Transportation via Red Arrow to Calgary to attend the Board Meeting in person on July 25, 2204.	Red Arrow	\$91.02
15-Sep-24	Direct Billing	Hotel	6 nights accommodation to work out of the Calgary Office for the week Sept 15 to 21, 2024.	Delta Calgary South	\$1,086.18
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in the Month					\$ 1,177.20



Passenger

Athana Mentzelopoulos

From

EDMONTON - 10014 104 ST

To

**CALGARY DOWNTOWN TICKET
OFFICE 606 5 AVE SW**

Travel Date / Time

Wed Jul 24, 2024 18:30

RED ARROW AB

Arrival date/time: : Wed Jul 24, 2024 22:05

Journey: Edmonton - 10014 104 St / Calgary Downtown Ticket Office 606 5 Ave SW

ADULT - VISION TRAVEL - STANDARD - ONE WAY

Ages 18

Fare:	\$	75.53	CAD
Fees:	\$	11.15	CAD
Taxes:	\$	4.34	CAD
Total:	\$	91.02	CAD
Payments:		creditCard	

Section: Single

Row: Seat:

Agency: Vision Travel AHS

Issued: Fri Jul 19, 2024 13:43

We reserve the right to cancel or postpone scheduled travel based on weather conditions, road conditions or for any other safety-related reason. In such event any and all liability of Red Arrow/Ebus or their affiliated entities shall be expressly limited to a refund of the purchase price paid for this ticket.

IDENTIFICATION: We require all passengers 18 and over to travel with government-issued photo I.D. or two (2) pieces of valid government-issued non-photo identification with matching names. Passengers without the correct forms of I.D. will be refused travel.

CHECK-IN: Please note that a paper ticket is not required for check-in. Please check in 15 minutes prior to departure.

PAYMENT TERMS: DUE UPON RECEIPT. Corporate Billing Accounts: Payment due 30 days after completion of the trip. GST# BN139981476

LUGGAGE ALLOWANCE: Please note that the luggage allowance per person included in your fare is 3 pieces including one carry-on bag and luggage stowed underneath the coach. Carry-on items include purses, backpacks, and laptop bags. Additional luggage is \$15 per piece up to a maximum of 6 pieces total. We will not be responsible for the loss of or damage to checked or carry-on luggage in excess of stated maximum liability.

We reserve the right to perform carry-on baggage checks at any time. For the full policy, please contact your carrier for details: Red Arrow www.redarrow.ca || Ebus www.myebus.ca || Thompson Valley Charters <https://tvcbus.ca/>

CHANGE AND CANCELLATION POLICY: If you wish to change time, change the date, or cancel for a full refund – you must provide us with the 24 hr notice prior to departure. Failure to provide proper notice makes the trip non-refundable & will result in an additional change fee. Red Arrow changes within the 24-hour period are permitted for a fee of \$25.00. || Please note that Ebus Alberta tickets are non-refundable and cannot be canceled. Changes are permitted for a fee of \$15.75. || If you would like to request a change for a lower-priced ticket, we will not reimburse the price difference. || Tickets are non-transferable. || If you wish to change or cancel your booking, please contact a Customer Service Representative by phone: Red Arrow: 1-800-232-1958 || Ebus and Partners: 1-877-769-3287

NO SHOWS: Not showing up for your departure or failure to arrive on time will result in the forfeit of full fare.

ZERO TOLERANCE DRUG AND ALCOHOL POLICY: For the comfort, safety, and positive experience for all passengers, we're pleased to have a Zero Tolerance policy when it comes to intoxication, so rest assured that any signs of intoxicated passengers will be handled appropriately and refused service.

UNACCOMPANIED MINORS: Please note that passengers MUST be 16 years of age or older to travel on their own. They must be accompanied by a passenger 16 years of age or above.

For security purposes, please be aware that cameras are in use on all our vehicles, and recordings are being made.

Thank you for traveling with us. We appreciate your business!


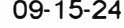

Standard

Red Arrow/Ebus



135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834


Alberta Health Services
PO BOX 1600
EDMONTON AB T5J 2N9
Canada

Room: 
Folio: 
Cashier: 
Arrival: 09-15-24
Departure: 09-21-24

AVR Invoice: 
AVR Account: 

Mentzelopoulos, Athanasi

Approving manager : Lyle Oberg

Date	Description	Additional Information	Charges	Credits
09-15-24	Package Wrapper		169.00	
09-15-24	DMF		5.07	
09-15-24	Tourism Levy		6.96	
09-15-24	Rooms - GST		8.70	
09-16-24	Package Wrapper		169.00	
09-16-24	DMF		5.07	
09-16-24	Tourism Levy		6.96	
09-16-24	Rooms - GST		8.70	
09-17-24	Package Wrapper		169.00	
09-17-24	DMF		5.07	
09-17-24	Tourism Levy		6.96	
09-17-24	Rooms - GST		8.70	
09-18-24	Package Wrapper		169.00	
09-18-24	DMF		5.07	
09-18-24	Tourism Levy		6.96	
09-18-24	Rooms - GST		8.70	
09-19-24	Package Wrapper		169.00	
09-19-24	DMF		5.07	
09-19-24	Tourism Levy		6.96	
09-19-24	Rooms - GST		8.70	
09-20-24	Package Wrapper		169.00	
09-20-24	DMF		5.07	
09-20-24	Tourism Levy		6.96	
09-20-24	Rooms - GST		8.70	
09-23-24	GST Exempt- 		-52.20	

GST Summary

Registration No: **763972957**

Room 52.20

F&B 0.00

Other 72.18

Total 124.38

Total	1,086.18	0.00
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Balance Due	1,086.18	CDN
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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.