

AHS Board and Executive Expense Report

Name:Athana MentzelopoulosTitle:AHS President & CEOLocation:EdmontonExpenses posted during the month of February 2025

Working Sessions essional Hosting and lopment Hospitality Other (2) (3) (4)
- \$ - \$

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

Non economy air travel in the month

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: <u>Providing a Standard Business Reason(s)</u>
- 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:

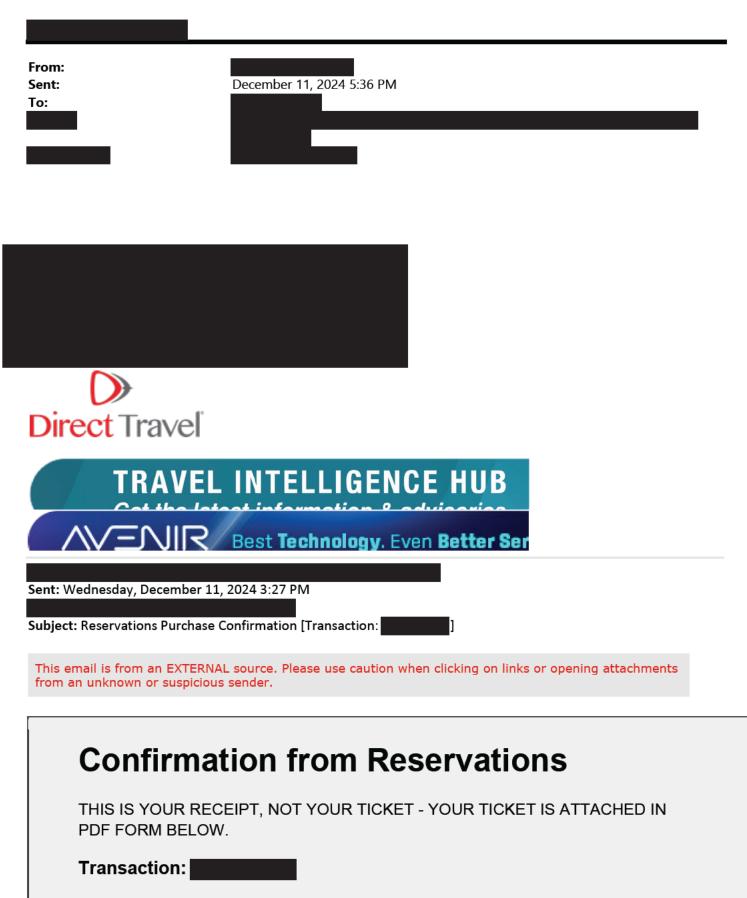
Name	
Manne	

Athana Mentzelopoulos

Reporting Period for the Month of : Feb-25

YES

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
11-Dec-2024	Direct Billing		Change fee to leave later returning from Edmonton to Calgary after working out of the Calgary Office and attend the Dean's Advisory Board Meeting at UofC December 12, 2024.	Red Arrow	\$7.61
	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	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in th	e Month				\$ 7.61



Customer #: 238-841-778

Total paid: \$7.61

Passenger: Athana Mentzelopoulos	Price:	\$ 78.55
Email: Fare: Adult - vision travel	Discounts:	\$ 0.00
Class: Standard Departs: Wed Dec 11, 2024 16:30 Arrives: Wed Dec 11, 2024 19:55	Fees:	<mark>\$</mark> 15.38
From: Edmonton - 10014 104 St To: Calgary Downtown Ticket Office 606 5 Ave SW Brand: Red Arrow AB	Special requests:	\$ 0.00
Want to change the ticket?	Taxes:	\$ 4.70
Where's my bus?	Total:	\$ 98.63