

## AHS Board and Executive Expense Report

**Name** Colleen Turner  
**Title** VP Community Engagement & Communications  
**Location** Edmonton  
 Expenses submitted during the month of August 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)
Aug-16	P-Card	Meetings			181	213	394	100		
Aug-16	Expense Claim	Meetings		108		123	231			
<b>Total</b>			\$ -	\$ 108	\$ 181	\$ 336	\$ 625	\$ 100	\$ -	\$ -

**Total for the Month**      \$        725

Maximum daily single meal expense claimed in the month      \$        24  
 Maximum daily base hotel rate claimed 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 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.

**Instruction:**

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

TURNER, COLLEEN Cardholder's Name	VP Cardholder's Position/Title	Billing Reporting Period:	20/08/2016
COMMUNITY ENGAGEMENT & Cardholder's Dept	SPPT Cardholder's Site/Location	Total Statement Amount:	\$493.73
COLLEEN.TURNER@AHS.CA Cardholder's e-mail address		Last 6 digits of the P-Card #:	██████████

**Statement of Transactions**

- ①
- ②
- ③
- ④
- ⑤
- ⑥
- ⑦
- ⑧

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
03/08/2016	██████████	AHS CVENT, GOVERNMENT SERVICES NOT ELSEWHERE CLASSIFIED	100.00	CAD	100.00	4.76		Quality Summit 2016 registration
08/08/2016	██████████	CO OP TAXI LINE LTD, LIMOUSINES AND TAXICABS	14.80	CAD	14.80	.70		Travel from SSP to Hotel
08/08/2016	██████████	DIAMOND LIMO AND TAXI, LIMOUSINES AND TAXICABS	60.00	CAD	60.00	2.86	.00	Taxi from Edm Airport to SSP for meetings
09/08/2016	██████████	DIAMOND LIMO AND TAXI, LIMOUSINES AND TAXICABS	15.00	CAD	15.00	.71	.00	Travel from Hotel to Legislature Bldg re Mtg with AH
09/08/2016	██████████	DIAMOND LIMO AND TAXI, LIMOUSINES AND TAXICABS	60.00	CAD	60.00	2.86	.00	Taxi from SSP to Edm Airport
09/08/2016	██████████	METTERRA HOTEL, LODGING HOTELS, MOTELS, RESORTS	4.20	CAD	4.20	.20		Ice Tea charged to room in error. Credit being issued
09/08/2016	██████████	METTERRA HOTEL, LODGING HOTELS, MOTELS, RESORTS	181.03	CAD	181.03	8.62		Accommodation for Aug. 8, one night re ELT Meetings
09/08/2016	██████████	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	58.70	CAD	58.70	2.80	.00	YYC Parking Aug. 8 to 9.



**General Options**

**Name:**  
Colleen Turner

**Confirmation Number:**  
[REDACTED] (needed to modify your registration)

**Event Title:**  
Quality Summit 2016

**Location:**  
MacEwan Conference and Event Centre

2500 University Drive NW

Calgary, Alberta

**Date:**  
10/24/2016

**Time:**  
08:30

①

**COPY**  
For files.

**Current Registration Details**

**Colleen Turner**

**Agenda Items**

Registration Item	Cost
Preconference Workshops - October 24 ONLY, 2016	

**Sessions**

Date and Time	Session	Cost
10/24/2016 08:30	Using Gamification to Maximize Motivation & Engagement for Health Improvement	Waitlist
10/24/2016 13:00	Field Trips: Leading Edge Simulation Labs	Waitlist
10/24/2016 08:30	Liberating Structures Workshops	CAD \$ 100.00

**Order Summaries**

**Order**

Date	Type	Amt Ordered	Amt Paid	Amt Due
08/03/2016 11:14 MT	online order	CAD \$ 100.00	CAD \$ 100.00	CAD \$ 0.00
<b>Total:</b>		<b>CAD \$ 100.00</b>	<b>CAD \$ 100.00</b>	<b>CAD \$ 0.00</b>

**Payment Details**

**Details**

Date	Type	Reference #	Amt Paid
08/03/2016	MasterCard	0756	CAD \$ 100.00

**Registrant Information**

**Liberating Structures Workshops: 10/24/2016 08:30**  
You are officially registered to join us for the Liberating Structures Workshop.

Date: October 24, 2016  
Program Time: 8:30 am - 4:00 pm  
Registration Check-in: 7:30 - 8:30 am  
Location: MacEwan Ballroom - Third Floor (East)  
MacEwan Conference & Event Centre  
2500 University Drive NW  
Calgary, AB

Lunch will be provided.



This page displays your registration selections. Please click Finish to complete your registration.  
Enter payment information below, as applicable. Fields and options marked with an asterisk are required to complete your registration.

**Submit Payment**

To pay for Liberating Structures, Visa, MasterCard and American Express are accepted. Visa Debit Cards are not accepted.

## ORDERS

**Colleen Turner**

### Agenda Items

Name	Price	Total
Preconference Workshops - October 24 ONLY, 2016		

### Sessions

Name	Price	Total
Liberating Structures Workshops	CAD \$ 100.00	CAD \$ 100.00

Order Subtotal: CAD \$ 100.00  
**Total: CAD \$ 100.00**

## WAITLIST

**Colleen Turner**

- Using Gamification to Maximize Motivation & Engagement for Health Improvement
- Field Trips: Leading Edge Simulation Labs

## Payment Method

**Credit Card - Enter your information in the section below.**

### Payment Information



Please note that the vendor description that will appear on your credit card statement will read **AHS Cvent Edmonton.**

#### Credit Card Payment:

CAD \$ 100.00

\*Name on Card:

Colleen Turner

\*Type:

MasterCard

\*Credit Card Number:

[Redacted]

\*Expiration Date:

Month: [Redacted]  
 Year: [Redacted]

\*Country:

Canada

\*Address:

[Redacted]

[Redacted]

[Redacted]

\*City:

[Redacted]

Province:

Alberta

SSP to Hotel  
 Co-op Taxi Line (2)  
 (780)425-2525  
 www.co-optaxi.com

Terminal 269/66234663  
 Driver 2009  
 16/08/08 18:06:20

MASTERCARD  
 Card : [REDACTED]  
 MasterCard  
 CHIP CARD

Ref # [REDACTED]  
 Auth # [REDACTED]

		PURCHASE
FARE	: \$	10.80
TIP	: \$	4.00
-----		
TOTAL	: \$	14.80

APPROVED - THANK YOU

IMPORTANT: Retain this copy for your records

Customer Copy

Thank you for choosing Co-op taxi

Aug 8 Edm Airport to SSP  
 Diamond Limo and Taxi  
 2628 43 ST  
 EDMONTON, AB T6L 5G1

Merchant ID: 000000004838663  
 Term ID: 08128893  
 82380190017

Purchase

MasterCard (3)  
 AID: [REDACTED]  
 Entry Method: Chip

Batch#: [REDACTED]  
 08/08/16 12:31:07

Ref#:	[REDACTED]
Inv #:	[REDACTED] / Appr Code: [REDACTED]
Amount:	\$ 55.00
Tip:	\$ 5.00
Total:	\$ 60.00

Customer Copy

Aug 9  
 Diamond Limo and Taxi  
 2628 43 ST  
 EDMONTON, AB T6L 5G1

Merchant ID: 000000004838663  
 Term ID: 08128893  
 82380190017

Purchase

MasterCard (4)  
 AID: [REDACTED]  
 Entry Method: Chip

Batch#: [REDACTED]  
 08/09/16 07:20:31

Ref#:	[REDACTED]
Inv #:	[REDACTED] Appr Code: [REDACTED]
Amount:	\$ 12.00
Tip:	\$ 3.00
Total:	\$ 15.00

Customer Copy

Aug 9 (5)  
 Diamond Limo and Taxi  
 2628 43 ST  
 EDMONTON, AB T6L 5G1  
 Merchant ID: 000000004838663  
 Term ID: 08128893  
 82380190017

Purchase

MasterCard  
 AID: [REDACTED]  
 Entry Method: Chip

Batch#: [REDACTED]  
 08/09/16 14:53:28

Ref#:	[REDACTED]
Inv #:	[REDACTED] / Appr Code: [REDACTED]
Amount:	\$ 55.00
Tip:	\$ 5.00
Total:	\$ 60.00

Customer Copy

6

MS Colleen Turner

Room Number: [REDACTED]  
 Arrival Date: 08-08-16  
 Departure Date: 08-09-16  
 Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No:

08-23-16

Date	Description	Charges	Credits
08-09-16	Mastercard <span style="background-color: black; color: black;">[REDACTED]</span>	- Ice tea charged in error.	4.20
08-23-16	Mastercard <span style="background-color: black; color: black;">[REDACTED]</span>		-4.20
<b>Total</b>		<b>0.00</b>	<b>0.00</b>
<b>Balance</b>		<b>0.00</b>	

**Signature:** \_\_\_\_\_

I agree that my liability for all charges 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. G.S.T. #105631154 RT 0009



Ms Colleen Turner  
 [Redacted]

Room Number: [Redacted]  
 Arrival Date: 08-08-16  
 Departure Date: 08-09-16  
 Page No: 1 of 1

Guest Name:

**INFORMATION INVOICE**

Folio No: [Redacted]

08-09-16

Date	Description	Charges	Credits
08-08-16	Room	169.00	
08-08-16	Destination Marketing Fee - 3%	5.07	
08-08-16	Tourism Levy - 4%	6.96	
08-09-16	Mastercard [Redacted]		181.03
<b>Total</b>		<b>181.03</b>	<b>181.03</b>
<b>Balance</b>		<b>0.00</b>	

**Signature:** \_\_\_\_\_

I agree that my liability for all charges 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. G.S.T. #105631154 RT 0009

**RECEIPT**  
**GST NO. R122556194**

8

EXIT No. A2  
IN: 08/08/16 09:05  
OUT: ~~08/09/16~~ 17:00  
DURATION: 1 07: 55  
PAID: \$ 58.70  
(GST INCLUDED)  
MASTERCARD

REF. [REDACTED]

THANK YOU FOR  
YOUR VISIT



### 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		
TURNER, COLLEEN	VP Community Engagement & Communications (Acting)	Calgary	231.31										
8/8/2016	Staff meetings and ELT on Aug. 9	AB - Other Zones	Meals Per Diem	37.00			Lunch and dinner in Edm - Staff meeting and ELT on Aug. 9 Lunch = \$13.00 Dinner = \$24.00	1					
8/8/2016	ELT Meeting - travel to YYC		Mileage-Local-Home Zone	16.67			ELT Meeting - travel from home to YYC Airport, travel to Edm	1			33		
8/9/2016	Return home from Edm		Mileage-Local-Home Zone	16.67			ELT Meetings - return to Calgary from Edmonton	1			33		
8/9/2016	ELT and AH/AHS meetings	AB - Other Zones	Meals Per Diem	10.50			ELT and AH/AHS Meeting in Edmonton Bfast = \$10.50	1					
8/22/2016	Rocky Mtn. House re Helipad		Mileage-Local-Home Zone	13.64			Return from Deerfoot Mall to SPT.	1			27		
8/22/2016	Rocky Mtn House re Helipad		Mileage-Local-Home Zone	13.64			Rocky Mtn House re Helipad. Travelled to Deerfoot Mall and carpoled from the Mall to Rocky Mtn. House.	1			27		
8/22/2016	Rocky Mtn. House Helipad	AB - Other Zones	Meals Per Diem	23.50			spent day at Rocky Mtn House re Helipad Bfast = \$10.50 Lunch = \$13.00	1					



### AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
TURNER, COLLEEN	VP Community Engagement & Communications (Acting)	Calgary	231.31									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
8/23/2016	YYC Parking - ELT Meeting	AB - Other Zones	Parking - Lot or Parkade	29.35			YYC Parking - ELT Meeting in Edm	1				
8/23/2016	ELT Meeting return home		Mileage-Local-Home Zone	16.67			ELT Meeting - Return home	1			33	
8/23/2016	ELT Meeting	AB - Other Zones	Meals Per Diem	37.00			Attend ELT meeting Lunch = \$13.00 Dinner = \$24.00	1				
8/23/2016	ELT Meeting - travel to YYC		Mileage-Local-Home Zone	16.67			ELT Meeting -	1			33	
Approver(s) for the claim		Approval Status		Approval Date								
YIU, VERNA		Approve		8-Sep-16								

**RECEIPT**  
**GST NO. R122556194**

EXIT No. A1  
IN: 08/23/16 06:02  
OUT: 08/23/16 19:07  
DURATION: 0 13: 05  
PAID: \$ 29.35

(GST INCLUDED)  
VISA

REF. [REDACTED]

THANK YOU FOR  
YOUR VISIT

 FlyYYC

 CALGARY  
INTERNATIONAL  
AIRPORT