

## AHS Board and Executive Expense Report

**Name** Dr. David Zygun  
**Title** Zone Medical Director, Edmonton Zone  
**Location** Edmonton  
 Expenses submitted during the month of October 2019

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Hosting and Hospitality (3)	Other (4)
Oct-19	Expense Claim	Meetings				343	343			
Oct-19	Direct Billing	Meetings			160		160			
<b>Total</b>			\$ -	\$ -	\$ 160	\$ 343	\$ 503	\$ -	\$ -	\$ -

**Total for the Month**      \$        503

Maximum daily single meal expense claimed in the month

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.

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
ZYGUN, DAVID	Zone Medical Director, Edmonton Zone	Edmonton	\$ 343.10									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/18/2019	AHS & DoFM joint town hall for Search & Selection for Dept. of Medicine at Sturgeon Hospital in St Albert	AB - Local	Parking - Lot or Parkade	\$ 5.00			Expenses missed on July expense claim	1				
9/19/2019	From Home to Calgary - Attend 2019 FDN Leadership Forum - Sept 19 & 20, 2019		Mileage-Other	\$ 160.09	Home	Courtyard Marriott Hotel South Calgary		1			317	
9/20/2019	From Calgary to Home - Attend 2019 FDN Leadership Forum - Sept 19 & 20, 2019		Mileage-Other	\$ 160.09	Courtyard Marriott South Calgary	Home		1			317	
10/1/2019	Attend monthly Edmonton Zone PCN Committee Meeting in Edmonton - Oct 1, 2019	AB - Local	Taxi	\$ 17.92	Seventh Street Plaza	CMA office, 12230 - 106		1				
Approver(s) for the claim		Approval Status		Approval Date								
BELANGER, FRANCOIS		Approve		31-Oct-19								

Impark Lot 02-337  
**06:00 AM**  
**JUL 19, 2019**

Purchase Date/Time: 06:26pm Jul 18, 2019  
Total Parking: \$4.76  
Total GST: \$0.24  
Total Due: \$5.00      Rate: \$5.00 - until 6am  
Total Paid: \$5.00      Pmt Type: CC (Swipe)  
Ticket [REDACTED]  
S/N # [REDACTED]  
Setting: Lot 337  
Mach Name: Meter 1

[REDACTED] American Express  
Auth # [REDACTED]

GST #887315638RT0006  
NO IN AND OUT PRIVILEGES

**RECEIPT**

Impark Lot 02-337

06:00am Jul 19, 2019  
Purchase Date/Time: 06:26pm Jul 18, 2019  
Total Parking: \$4.76  
Total GST: \$0.24  
Total Due: \$5.00      Rate: \$5.00 - until 6am  
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Ticket [REDACTED]  
Setting: Lot 337  
Mach Name: Meter 1

[REDACTED] American Express  
Auth #: [REDACTED]

RECEIPT  
REÇU DE STATIONNEMENT  
PARKING RECEIPT  
REÇU DE STATIONNEMENT  
PARKING RECEIPT  
RECEIPT  
REÇU DE STATIONNEMENT  
PARKING RECEIPT  
REÇU DE STATIONNEMENT  
PARKING RECEIPT

[Redacted]

**From:** David Zygun [Redacted]  
**Sent:** Tuesday, October 01, 2019 6:40 PM  
**To:** [Redacted]  
**Subject:** Fwd: Your Tuesday afternoon trip with Uber

**Follow Up Flag:** FollowUp  
**Flag Status:** Flagged

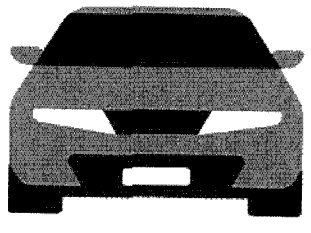
----- Forwarded message -----  
From: **Uber Receipts** <uber.canada@uber.com>  
Date: Tue, Oct 1, 2019 at 5:08 PM  
Subject: Your Tuesday afternoon trip with Uber  
To: [Redacted]

Uber

Total: CA\$17.92  
Tue, Oct 01, 2019

Thanks for riding, David

We hope you enjoyed your ride this afternoon.



Total

CA\$17.92

Trip fare

CA\$17.92

Subtotal

CA\$17.92

Amount Charged



Switch

CA\$17.92

Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

[Visit the trip page](#) for more information, including invoices (where available)



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## 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> Dr. David Zygun	<b>Reporting Period for the Month of :</b> Sep-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
20-Sep-2019	<b>Direct Billing</b>	<b>Hotel</b>	Attend 2019 Foundation Leadership Forum, Calgary - Sep 19, 2019	<b>Other</b>	\$159.61
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
<b>Total Paid in the Month</b>					\$ 159.61

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David/Dr Zygun



Room [REDACTED]  
 Room Type: QNQN  
 Number of Guests: 1  
 Rate: \$149.00

Clerk [REDACTED]

Arrive: 19Sep19      Time: 11:54AM      Depart: 20Sep19      Time: 12:03PM      Folio Number [REDACTED]

DATE	DESCRIPTION	CHARGES	CREDITS
19Sep19	Room Charge	149.00	
19Sep19	Gst	7.67	
19Sep19	Hotel Levy	6.14	
19Sep19	Destination Marketing Fee	4.47	
20Sep19	Gst		7.67
<b>BALANCE:</b>		<b>159.61</b>	

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The undersigned agrees to make immediate payment upon receipt of statement. In the event such payment is not made within 30 days after receipt of the original statement. It is agreed that the hotel may impose a late payment charge at a rate of 1 1/2% per month [annual rate of 18%], or the maximum allowed by law, on the unpaid balance, and the reasonable cost of collection, including attorney's fees.

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