

AHS Board and Executive Expense Report

Name: Karen Horon
Title: VP Cancer Care Alberta & Clinical Support Services
Location: Calgary
 Expenses posted during the month of July 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					-			
Jul-24	Expense Claim	Meetings		59		221	280			
Jul-24	Direct Bill	Meetings	446				446			
Total by category			\$ 446	\$ 59	\$ -	\$ 221	\$ 726	\$ -	\$ -	\$ -

**Total
posted for
the Month** \$ 726

Maximum daily single meal expense posted in the month \$ 24
 Maximum daily base hotel rate posted in the month \$ -
 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

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim								
HORON, KAREN L	VP Cancer Care Alberta & Clinical Support Services	Calgary	\$ 279.73								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/3/2024	Transportation from Edmonton Airport to Matrix Hotel to attend in-person Executive Leadership Team media training session	AB - Other Zones	Taxi	\$ 71.30	Edmonton International Airport	Matrix Hotel, Downtown Edmonton		1			
6/3/2024	In-person executive meeting for media training at Seventh Street Plaza	AB - Other Zones	Meals Per Diem	\$ 58.50				2			
6/4/2024	Transportation from Seventh Street Plaza to Edmonton International Airport	AB - Other Zones	Taxi	\$ 52.80	Seventh Street Plaza, Jasper Ave, Edmonton	Edmonton International Airport		1			
6/4/2024	Returning from Edmonton to residence after in-person meeting for media training	AB - Local	Taxi	\$ 97.13	Calgary International Airport	SW Calgary		1			
Approver(s) for the claim	Approval Status	Approval Date									
MENTZELOPOULOS, ATHANA	Approve	10-Jul-24									

Edm Airport → Hotel
TRANSACTION RECORD
GREATER EDMONTON TAXI SERVICE
10135 31 AVE NW
EDMONTON AB

Purchase

Jun 03, 2024
MASTERCARD
Invoice #

21:57:45

Entry: Tap EMV (17)

Response: 01-027

Amount
Tip

\$ 62.00
\$ 9.30

Total

\$ 71.30

Approved

FF/DT 00

Signature No: Required

55P → Edm
Airport
TRANSACTION RECORD
AIRPORT TAXI SERVICE
4608 101 ST NW
EDMONTON AB
T6E5G9

Purchase

Jun 04, 2024

18:15:23

MASTERCARD

Entry:

Ref#:

Auth#

Order

User#

Amount

\$ 48.00

Tip

\$ 4.80

Total

\$ 52.80

Approved

FF/DT 00

Signature Not Required

Important: Retain this copy for

ASSOCIATED CAB
/ALLIED LIMOUSINE
307-41 AVENUE N E
CALGARY, AB T2E2N4
(403) 299-1199

SALE

Batch #

06/04/24

Invoice #: 88.30

APPR CODE:

MASTERCARD

*/**

AMOUNT

CAD \$88.30

TIP

CAD \$8.83

TOTAL

CAD \$97.13

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Thank You
Please Come Again!

CUSTOMER COPY

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 : Karen Horon	Reporting Period for the Month of : Jul-24
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
9-May-2024	Direct Billing	Airline Ticket	In-person media training session hosted by CEO Athana Mentzelopoulos at Seventh Street Plaza, Edmonton, Alberta with all of the Executive Leadership Team. Due to the early start on June 4, 2024, travel was arranged the night prior.	Vision Travel DT Ontario-West Inc	\$446.28
Total Paid in the Month					\$ 446.28



Your Direct Itinerary

DIRECT TRAVEL
9929-108TH STREET NW
EDMONTON AB T5K 1G8
1-833-692-4120

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB Z/T5H3E4

Agency reference: [REDACTED]Agent name: [REDACTED]

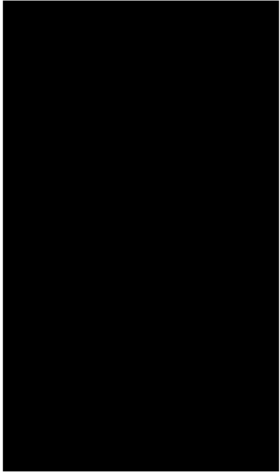
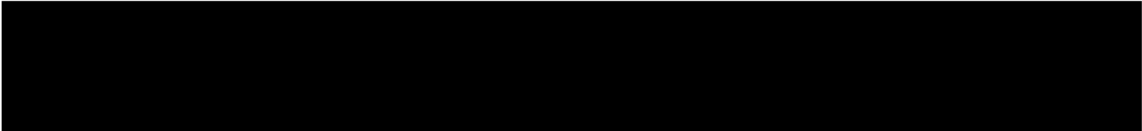
Traveler name	Client reference
KAREN HORON	

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

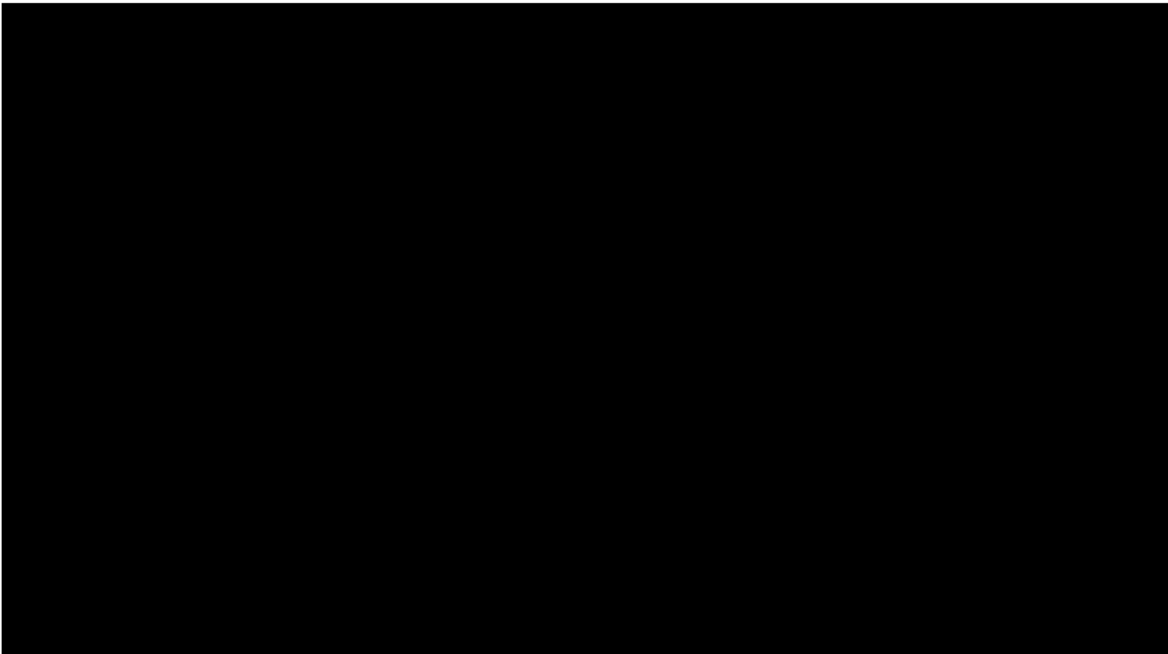
Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.


Please [REDACTED] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.

Itinerary summary				
	From / To	Flight / Provider	Departure / Arrival	
Flight	Mon. Jun. 03, 2024 Calgary(YYC) - Edmonton(YEG)	Westjet WS [REDACTED]	8:00 p.m.- 8:56 p.m.	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
Flight	Tue. Jun. 04, 2024 Edmonton(YEG) - Calgary(YYC)	Westjet WS [REDACTED]	8:45 p.m.- 9:36 p.m.	[REDACTED]



	WS	Calgary Calgary (YYC)	Edmonton Edmonton (YEG)
Departure	Mon. Jun. 03, 2024 8:00 p.m.		Arrival Mon. Jun. 03, 2024 8:56 p.m.
Terminal	Terminal		
Class	Economy/Coach Discounted(B)		Seat
Status	Confirmed		[REDACTED] [REDACTED]
Special requests			Frequent traveler [REDACTED]
Equipment	Boeing 737		Duration/ Meal service 00:56/No meal service
eTicket	[REDACTED]		
[REDACTED]	▶		



	WS	Edmonton Edmonton (YEG)	Calgary Calgary (YYC)
Departure	Tue. Jun. 04, 2024 8:45 p.m.		Arrival Tue. Jun. 04, 2024 9:36 p.m.
Terminal			Terminal
Class	Economy/Coach Discounted(B)		Seat
Status	Confirmed		
Special requests			Frequent traveler
Equipment	Boeing 737Max		Duration/ Meal service 00:51/No meal service
eTicket			

Invoice/Ticket information for KAREN HORON			
Ticket:	Westjet	Invoice:	
Base:	CAD325.36		
Other tax:	CAD120.92		
GST/HST tax:	CAD0.00		
QST tax:	CAD0.00		
			Amount: CAD446.28
Payment:	CA XXXXXXXXXXXX	Issue date:	09-May-2024
			Total invoiced amount: CAD446.28
			Balance due: CAD0.00

General remarks
THIS TICKET IS NON-REFUNDABLE. CHANGES/CANCELLATIONS MUST
BE MADE PRIOR TO DEPARTURE OR TICKET WILL HAVE ZERO VALUE
AIRLINE CHANGE/CANCELLATION FEES MAY APPLY.
AIRFARES ARE NOT GUARANTEED UNTIL TICKETED
AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.

Agency registration
TPS/GST-723782728 RT 0001