

AHS Board and Executive Expense Report

Name: Penny Rae
Title: Chief Information Officer
Location: Calgary
 Expenses posted during the month of January 2025

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)
Jan-25	P-Card	Meetings			154	26	180			
	Expense Claim	Meetings					-			
	Direct Bill	Meetings					-			
Total by category			\$ -	\$ -	\$ 154	\$ 26	\$ 180	\$ -	\$ -	\$ -

**Total
posted for
the Month** \$ 180

Maximum daily single meal expense posted in the month \$ -
 Maximum daily base hotel rate posted in the month \$ 139
 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 P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 179.97								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/11/2024	Overnight accommodations on Dec 10, 2024 at Coast Hotel in Edmonton to attend Connect Care evening event.	AB - Other Zones	Accommodations	\$ 153.72				1			
12/11/2024	Dec 11, 2024 parking overnight at Coast Hotel in Edmonton for Connect Care event.	AB - Other Zones	Parking - Lot or Parkade	\$ 26.25				1			
Approver(s) for the claim	Approval Status	Approval Date									
JAMIESON, PETER	Approve	23-Jan-25									



RAE, PENELOPE

Confirmation Number:
Room Number:
Room Type:
No. of Guests: 1

ARRIVAL		DEPARTURE		RATE PLAN	ACCOUNT
12/10/2024		12/11/2024			
Room Number	Confirmation Number	Name			
Date	Code	Description			
		RAE, PENELOPE			
12/10/2024	PKG	Package			139.00
12/10/2024	TAXGRM	GST Room			6.18
12/10/2024	TAXPTL	Tourism Levy			4.94
12/10/2024	TAXDMF	Destination Market Fee			3.60
12/10/2024	PARK	Parking			25.00
12/10/2024	TAXOTH	GST Other			1.25
12/11/2024	MASTER	Mastercard *****			(181.06)
Subtotal for 33980423-1					0.00
Invoice amount is \$179.97					
Sub-Total:					165.09
Total Tax:					15.97
Total Payments:					(181.06)
Total Due:					0.00

TERMS:

Signature: X _____ Date: _____