



## **AHS Board and Executive Expense Report**

NameSteve ReesTitleChief Program Officer, Capital ManagementLocationEdmontonExpenses submitted during the month of November 2019

						Trav	vel (1)									
МММ-ҮҮ	Source Document	Purpose	Ai	rfare	Mea	ls Accomi	nodation	Oth Trav		otal ravel	fessional elopment (2)	H	Working Sessions losting a lospitali (3)	s nd	Othe (4)	
Nov-19	P-Card	Meetings		<b>F11</b>					227	227						
Nov-19 <b>Total</b>	Direct Billing	Meetings	\$	511 511	\$	- \$	_	\$	227	\$ 511 738	\$	- \$	5	- :	\$	
Total for																

### the Month \$ 738

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

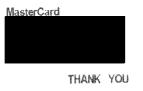
Claimant Name	Claimant Title	Claimant	Expense	]								
		Location	Claim Total									
REES, STEPHEN	Chief Program Officer, Capital Management	Edmonton	\$ 227.10									
Р												
Expense Date	Business reason		Expense	Expense	Amount	From Location	To Location	Justification	# of	# of	Attendee	Trip
			Location	Туре					days	Attendees	Name(s)	Distance
10/21/2019	Taxi - Home to Edmonton Airport - Trip to Calgar	y for Calgary	AB - Local	Taxi	\$ 54.00	Home	Edmonton		1			
	Cancer Project site tour and meetings						Airport					
10/21/2019	Taxi - Calgary Airport to FMC - Trip to Calgary for	Taxi - Calgary Airport to FMC - Trip to Calgary for Calgary Cancer		Taxi	\$ 58.90	Calgary Airport	FMC		1			
	Project site tour and meetings											
10/21/2019	Taxi - FMC to Calgary Airport - Trip to Calgary for	Calgary Cancer	AB - Local	Taxi	\$ 52.20	FMC	Calgary Airport		1			
	Project site tour and meetings											
10/21/2019	Taxi - Edmonton Airport to Home - Trip to Calgar	y for Calgary	AB - Local	Taxi	\$ 62.00	Edmonton	Home		1			
	Cancer Project site tour and meetings					Airport						
Approver(s) for the claim Approval Status		Approval Status	•	Approval		•	•	•	•	•	•	•
				Date								
RHODES, DEBORAH Approve			5-Dec-19	]								

(1) Taxi - Calgary Airport to FMC -Trip to Calgary for Calgary Cancer Project site tour and meetings

#### ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299 1111 Car#467

SALE

RE Batch # SEQ: 10/21/19 APPR CODE. MASTERCARD	09:12:43
AMOUNT TIP TOTAL	\$52.90 \$6.00 \$58.90
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CUSTOMER COPY

(2) Taxi - Home to Edmonton Airport - Trip to Calgary for Calgary Cancer Project site tour and meetings

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10	135	31 AVE	NW
EDI	NONT	ON .	AB

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PURCHASE	
AMOUNT	\$48.00
TIP	\$6.00
TOTAL	

\$54.00

### MasterCard



## APPROVED

AUTH# T'ANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456 BARREL TAXI 780.489.7777 EDMTAXI.COM GST 100403070 (3) Taxi - Edmonton Airport to Home - Trip to Calgary for Calgary Cancer Project site tour and meetings

### GREATER EDMONTON TAXI SERVICE 10135 31 AVE NW EDMONTON AB

CARD																
CARD	TYP	E				M	A	S	T	E	R	С	A	R	D	
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THANK YOU

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IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456 BARREL TAX: 780.489.7777 EDMTAXI.COM GST 100403070 (4) Taxi - FMC to Calgary Airport -Trip to Calgary for Calgary Cancer Project site tour and meetings

> Checker Taxi 316 Meridian Rd SE Calgary, AB T2A 1X2 (403) 299-9999 www.thecheckergroup.com

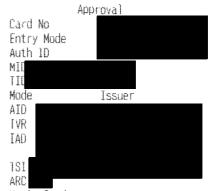
> > Dct 21, 19 14:27

Car# Driver# Driver lax# Booking#

From: 2019-10-21 1:51:46 PM

To: 2019-10-21 2:26:07 PM

Flagfall	\$3,80
Fare	\$41,40
Extras	\$0,00
Total + Tip	\$52,20
Subtotal	\$45,20
Tip	\$7.00
Card Charged	\$52-20
Tax	\$2.15



MasterCard

Verified by PIN 2019-10-21 2:27:07 PM

Thank you for using Checker Taxi!



## **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.

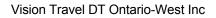
### **Direct Bill Report**

- 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

  Steve Rees

  Reporting Period for the Month of: Oct-19

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
15-Oct-2019			October 21/19 - Trip to Calgary for Calgary Cancer Project site tour		
15 000 2015	Direct Billing	Airline Ticket	and meetings	Vision Travel	\$510.68
	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				\$ 510.68



, , Canada

www.visiontravel.ca GST Reg : 723782728 RT 0001

# **E-Ticket Receipt**

Ticket Number: Invoice: Sales Person: Issuing Airline: WS Agency Ref.: IATA Number:

Issued: 15Oct19 Customer Number: Customer Ref.: N/A

Passenger(s):

REES/STEPHEN P M

AIR - Mon	AIR - Monday, October 21 2019										
WestJet Flight WS242 Economy Class - Seat Assigned at Check-in											
Depart	Depart Edmonton, Alberta			Calgary, Alberta							
	Edmonton	International Airport		Calgary International Airport							
	07:30 AM I	Monday, October 21 2019		08:21 AM Monday, October 21 2019							
Duration:		0 hour(s) and 51 minute(s) Non-s	stop								
Status:		Confirmed - WestJet Booking Re	ference:								
FF Number:		- REES/STEPHEN P	MR - please	e reconfirm at check-in							
Online Che	ck In:	Available 24 hours prior									
Baggage Al	lowance:	0 Piece(s)									
Remarks:		PLEASE CHECK IN WITH WES	TJET								
Fare Basis:		QA5D0ELK									
Not Valid Be	efore:	21Oct									
Not Valid Af	fter:	21Oct									

## AIR - Monday, October 21 2019

WestJet Flig	ht WS3145 Economy Class - Seat Ass	igned at Check-	in
Depart C	algary, Alberta	Arrive	Edmonton, Alberta
C	algary International Airport		Edmonton International Airport
0	4:15 PM Monday, October 21 2019		05:08 PM Monday, October 21 2019
Duration:	0 hour(s) and 53 minute(s)	Non-stop	
Status:	Confirmed - WestJet Bookin	ng Reference:	
Operated By:	WESTJET ENCORE		
FF Number:	- REES/STEPHE	N P MR - pleas	e reconfirm at check-in
Online Check	In: Available 24 hours prior		
Baggage Allo	wance: 0 Piece(s)		
Remarks:	PLEASE CHECK IN WITH	WESTJET ENC	ORE
Fare Basis:	QA5D0ELK		
Not Valid Befo	pre: 21Oct		
Not Valid Afte	r: 210ct		



Fare	
Form of payment:	Credit Card
Endorsements / restrictions:	NONE
Fare calculation:	
Fare:	CAD 510.68
Equivalent amount pa	aid:

## Positive identification required for airport check in

### Notice:

Transportation and other services provided by the carrier are subject to conditions of contract and other important notices. Please ensure that you have received these notices, and if not, contact the travel agent or issuing carrier to obtain a copy prior to the commencement of your trip.

If the passenger journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable. This convention governs and on most cases limits the liability of carriers for death or personal injury and in respect of loss of, or damage to baggage.