

## Board and Executive Expense Report

**Name** Catherine Roozen

**Title** AHS Board Member

**Location**

Expenses submitted during the month of March 2013

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
March 2013	Expense Claim	Meetings			128		128			
<b>Total</b>			\$ -	\$ -	\$ 128	\$ -	\$ 128	\$ -	\$ -	\$ -

**Total for the Month** \$ 128

Maximum meal expense claimed in the month \$ -  
 Maximum daily hotel rate claimed in the month \$ 115  
 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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report



# LETHBRIDGE LODGE

HOTEL AND CONFERENCE CENTRE

Ms. Cathy Roozen

Canada

Company Name:

Group Name: AB Health Services

Room No. 434  
 Arrival: 03-13-13  
 Departure: 03-14-13  
 Folio No.  
 Conf. No. XXXXXXXXXX  
 Cashier No. 116  
 Custom Ref.

Date	Description	Charges	Credits
03-13-13	Room Charge		
03-13-13	CST Tax 5%	115.00	
03-13-13	Tourism Room Tax 4%	5.72	
03-13-13	DMF Charge 2%	4.60	
03-13-13	DMF CST 5%	2.30	
03-13-13	DMF Tourism 4%	0.12	
		6.16	
<b>Total Charges</b>		<b>127.87</b>	
<b>Total Credits</b>			<b>0.00</b>
<b>Balance</b>			<b>127.87</b>

Guest Signature: \_\_\_\_\_