

## AHS Board and Executive Expense Report

**Name** David Carpenter  
**Title** AHS Board Member  
**Location** Edmonton

Expenses submitted during the month of May 2016

### Travel (1)

MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
May-16	Expense Claim	Meetings	1,079	74	167	445	1,765			
<b>Total</b>			\$ 1,079	\$ 74	\$ 167	\$ 445	\$ 1,765	\$ -	\$ -	\$ -

**Total for the Month** \$ 1,765

Maximum daily single meal expense claimed in the month \$ 21  
 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.

## BOARD MEMBER EXPENSE CLAIM FORM

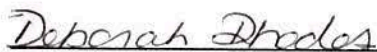
<b>SECTION 1: PAYEE INFORMATION</b>					
Name:	David Carpenter			Expense Period Month:	May-16
Address:	[REDACTED]		City:	[REDACTED]	
Province:	AB	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Attendance at Community Engagement Meeting on May 18, 2016 and Finance Committee and Audit & Risk Committee Meetings on May 25-26, 2016.				

<b>SECTION 2: FINANCE CODING &amp; TOTAL CLAIM</b>					
Description	Corp/BU/Org	Location (If applicable)	Functional Centre/Primary	Expense/Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	<b>\$73.85</b>
Travel Exp (B+C+E)	101	0005	71110300000	62212000	<b>\$1,691.40</b>
Other (D)	101	0005	71110300000	41090000	<b>\$0.00</b>
<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>					<b>\$1,765.25</b>

<b>SECTION 3: AUTHORIZATION</b>			
I attest that I have read and understand all applicable policies that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.			
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.			
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.			
Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements.	Date	Phone#
David Carpenter	<i>David Carpenter</i>		[REDACTED]

I attest that I have read and understand all applicable policies of that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.	
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.	
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.	
Approved by (Print Name)	Position Title/Program Group
Linda Hughes	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
<i>Linda Hughes</i>	June 16/16

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

  
 F Deborah Rhodes, VP Corporate Services & CFO  
 14<sup>th</sup> Floor, North Tower, Seventh Street Pl. Position #: [REDACTED] DFA Level: [REDACTED] imstra

**Carry forward from Section 1**

Name:	David Carpenter	Expense Period Month:	42491
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Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

**Rationale is Required for expenses that are not Cost Effective:** (supporting analysis and documentation must be attached to this form)

**SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM**

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)( A )				Accommodation ( B )	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) ( C )	Other (Itemize) ( D )	Mileage km ( E )
			Allowance		With Receipt					
			Meal Type	Allowance	Meal Type	With Receipt				
18-May-16	Taxi from residence to YQL to attend Community Engagement Meeting.	Yes					\$40.00	✓		
18-May-16	Flight from YQL to YEG & return to attend Community Engagement Committee Meeting on May 18, 2016.	Yes					\$505.31	✓		
18-May-16	Taxi from YEG to hotel and return on May 18, 2016.	Yes	LD-\$32.35	\$32.35	✓		\$151.80	✓		
19-May-16	Taxi from YQL to residence.	Yes					\$35.00	✓		
25-May-16	Taxi from residence to YQL to attend Audit & Risk Committee and Finance Committee.	Yes					\$35.00	✓		
25-May-16	Flight from YQL to YEG & return to attend Audit & Risk and Finance Committee Meetings.	Yes					\$573.56	✓		
25-May-16	Taxi from YEG to hotel and return on May 26, 2016.	Yes					\$145.20	✓		
25-May-16	1 night accommodation to attend Board Committee Meetings.	Yes	D-\$20.75	\$20.75	✓	\$167.28	✓			
26-May-16	ETS Fare from hotel to SSP to attend Board Committee Meetings.	Yes					\$3.25	✓		
27-May-16	Taxi from YQL to residence.	Yes	D-\$20.75	\$20.75	✓		\$35.00	✓		
<b>Total: (amount auto fills to page 1)</b>			\$73.85		\$0.00	\$167.28	\$1,524.12	\$0.00	0.00	

<b>BOARD MEMBER Mileage Rate</b>	0.505	<b>Total Mileage</b>	\$ -
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For payment please submit to:

14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

Charge / Receipt

Amount 40.00 ✓

Driver [Redacted] Date May 18

From

To Airport

Signature [Signature]

Fifth Avenue CABS 403-381-1111

①

Charge / Receipt

Amount 35 ✓

Driver [Redacted] Date MAY 19, 2016

From

To

Signature [Signature]

Fifth Avenue CABS 403-381-1111

④



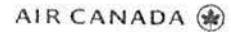
Your booking is confirmed. Booking reference [REDACTED]  
 An email booking confirmation has been sent to [REDACTED]  
 Use your booking reference to retrieve your official Itinerary/Receipt at aircanada.com

(2)

Passengers Mr David B Carpenter

Flight	From	To	Departure	Arrival		
AC7214	Lethbridge (YQL)	Edmonton (YEG)	09:55	12:45	Air Transp. Charges	422.00
AC8142	- Connection in Calgary -		Wed 18-May 2016	Wed 18-May 2016	Options	0.00
AC8155	Edmonton (YEG)	Lethbridge (YQL)	19:30	00:31	Taxes, fees and charges	83.31
AC7221	- Connection in Calgary -		Wed 18-May 2016	Thu 19-May 2016	Travel Insurance	Purchase travel insurance
<b>Grand Total</b>					<b>Canadian dollars</b>	<b>\$505.31</b>

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Booking Information

Booking Reference: [REDACTED] Customer Care  
 Air Canada  
 1-888-247-2262

Electronic Ticketing confirmed. This is your official itinerary/receipt. Flight Arrivals and Departures  
 1-888-422-7533

Main Contact:  
 Mr David B Carpenter  
 [REDACTED]  
 Mobile [REDACTED]  
 Home [REDACTED]  
 Work [REDACTED]

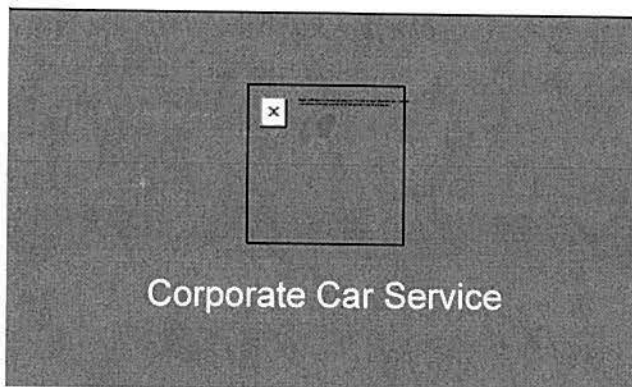
Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7214 <sup>1</sup>	Lethbridge (YQL)	Calgary (YYC)	0	2hr50	BEH	Flex. G	
	Wed 18-May 2016 09:55	Wed 18-May 2016 10:43					
AC8142 <sup>2</sup>	Calgary (YYC)	Edmonton, Edmonton Int'l (YEG)	0		DH4	Flex. G	
	Wed 18-May 2016 11:55	Wed 18-May 2016 12:45					
AC8155 <sup>3</sup>	Edmonton, Edmonton Int'l (YEG)	Calgary (YYC)	0	5hr01	DH4	Flex. G	
	Wed 18-May	Wed 18-May					

David B. Carpenter

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**From:** Corporate Car Service via Square <receipts@messaging.squareup.com>  
**Sent:** Wednesday, May 18, 2016 12:48 PM  
**To:** [REDACTED]  
**Subject:** Receipt from Corporate Car Service



\$ 151.80

Custom Amount \$132.00

Subtotal \$132.00

Tip \$19.80

Total \$151.80 ✓



Corporate Car Service

Last Location

5

Charge Receipt  
 Amount \$35.00  
 Driver [REDACTED] Date May 25-16  
 From 15 Wildwood Rd  
 To AIRPORT  
 Signature [Signature]  
 Fifth Avenue CABS 403-381-1111

Charge / Receipt  
 Amount \$35  
 Driver [REDACTED] Date may 27  
 From Letbridge Airport  
 To 15 wildwood Rd.  
 Signature [Signature]  
 Fifth Avenue CABS 403-381-1111

10

ATS GROUP  
 4608 101 ST NW  
 7809897099  
 EDMONTON AB

CARD [REDACTED]  
 CARD TYPE AMEX  
 DATE 2016/05/25  
 TIME 0739 16:46:52  
 INVOICE # [REDACTED]  
 RECEIPT NUMBER [REDACTED]

PURCHASE  
 AMOUNT \$132.00  
 TIP \$13.20  
 TOTAL

\$145.20

AMERICAN EXPRESS  
 A000000025010801  
 7C5BE96CD4EAD02F  
 0000008000-E800  
 D4B67DEB7C57E391  
 0000008000-F800

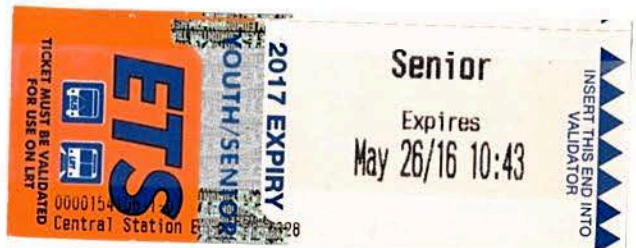
APPROVED

AUTH# [REDACTED] 00-025  
 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
 COPY FOR YOUR RECORDS

GST 89368 2658 RT0001



9 3.25

# Itinerary / Receipt

6

Your booking is confirmed. Thank you for choosing Air Canada.

**Please bring your itinerary-receipt to the airport.**

## Main Contact Information

Booking reference [REDACTED]

**Name:** Mr David Carpenter

**E-mail:** [REDACTED]

**Form of payment:** [REDACTED]

**Customer Care**  
**Air Canada Reservations**  
 1-888-247-2262

**Air Canada Flight Information**  
 1-888-422-7533

International Reservations

Alert me of flight changes  
Flight notification

## Flight Itinerary


Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7216	Lethbridge (YQL)	Calgary (YYC)	BEH	Economy (G)	Confirmed
<i>Operated by:</i>	Wed 25-May 2016	Wed 25-May 2016			
<i>Air Canada Express- Air Georgian</i>	13:00	13:48			
Seat number(s) requested:	1A				
AC8150	Calgary (YYC)	Edmonton International (YEG)	DH4	Economy (G)	Confirmed
<i>Operated by:</i>	Wed 25-May 2016	Wed 25-May 2016			
<i>Air Canada Express- Jazz</i>	15:25	16:15			
Seat number(s) requested:	1C				




Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC8155	Edmonton International (YEG)	Calgary (YYC)	DH4	Economy (Q)	Confirmed
<i>Operated by:</i>		Thu 26-May 2016	Thu 26-May 2016		
<i>Air Canada Express-Jazz</i>		19:30	20:20		
Seat number(s) requested:		1C			
AC7221	Calgary (YYC)	Lethbridge (YQL)	BEH	Economy (Q)	Confirmed
<i>Operated by:</i>		Thu 26-May 2016	Fri 27-May 2016		
<i>Air Canada Express-Air Georgian</i>		23:45	00:31		
Seat number(s) requested:		1A			

### Passenger Information

**Passenger 1**

Name: **Mr David Carpenter** Ticket number: 

Frequent Flyer Pgm: Air Canada Aeroplan Program number: 

### Purchase Summary

**Passenger: 1 Ticket number** 

<b>Date of issue</b>	27-Feb 2016
<b>Fare Amount in Canadian dollars:</b> <i>(including navigational &amp; other charges)</i>	487.00
<b>Taxes, Fees &amp; Charges</b>	
Canada Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	27.31
Canada Airport Improvement Fee (SQ)	45.00
<b>Total Fare in Canadian dollars:</b>	<b>573.56</b>

Ticket particularities:  
AC ONLY/NON-REF/CHGE  
FEE-BG:AC

\*Fare calculation:  
25MAY16YQL AC X/YYC AC YEA Q12.00R199.00AC X/YYC Q12.00AC YQL  
R264.00CAD487.00 END ROE1.00

Canadian tax registration numbers:  
XG Canada Goods and Service Tax (GST) #10009-2287



## Notice of Change in Itinerary

**\*\*PLEASE CONTACT US IMMEDIATELY AT THE RESERVATIONS NUMBER BELOW IF YOU HAVE ANY QUESTIONS CONCERNING THIS SCHEDULE CHANGE NOTICE.\*\***

Thank you for choosing Air Canada.

**Please print this new itinerary and keep your original for your reference.**

### Main Contact Information

**Booking reference:** XXXXXXXXXX

**Name:** Mr David Carpenter  
**E-mail:** XXXXXXXXXX

**Customer Care**

**Air Canada Reservations**  
1-888-247-2262

**Air Canada Flight Information**  
1-888-422-7533

International Reservations

Alert me of flight changes  
Flight notification

### Updated Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7216	Lethbridge (YQL)	Calgary (YYC)	BEH	Economy (G)	Confirmed
<i>Operated by:</i>	Wed 25-May 2016	Wed 25-May 2016			
<i>Air Canada Express- Air Georgian</i>	13:00	13:47			
Seat number(s) requested:	1A				
AC8150	Calgary (YYC)	Edmonton International (YEG)	DH4	Economy (G)	Confirmed
<i>Operated by:</i>	Wed 25-May 2016	Wed 25-May 2016			
<i>Air Canada Express- Jazz</i>	15:25	16:15			
Seat number(s) requested:	1C				
AC8151	Edmonton International (YEG)	Calgary (YYC)	DH3	Economy (Q)	Confirmed
<i>Operated by:</i>	Thu 26-May 2016	Thu 26-May 2016			
<i>Air Canada Express- Jazz</i>	15:40	16:35			
Seat number(s) requested:	1C				

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7219	Calgary (YYC)	Lethbridge (YQL)	BEH	Economy (Q)	Confirmed
<i>Operated by:</i>	Thu 26-May 2016	Thu 26-May 2016			
<i>Air Canada Express- Air Georgian</i>	18:15	19:00			
Seat number(s) requested:	1A				

### Previous Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7216	Lethbridge (YQL) Wed 25-May 2016 13:00	Calgary (YYC) Wed 25-May 2016 13:47	BEH	Economy (G)	Confirmed

### Passenger Information

**Passenger 1**

Name: **Mr David Carpenter** Ticket number: [REDACTED]

Frequent Flyer Pgm: Air Canada Aeroplan Program number: [REDACTED]

If the flight for which you have a confirmed upgrade has been cancelled and we were not able to rebook you in the Business Class cabin, any eUpgrade Credits or frequent flyer miles/points that were used for the initial upgrade will be returned to your account.

You can change your new seat assignment by going to the Manage My Bookings tab on [aircanada.com](http://aircanada.com). If you wish to change your new flight, please contact Air Canada Reservations.

You can check in for your flight within 24 hours of departure through our convenient Web check-in or Mobile check-in options, or within 12 hours at one of our self-service check-in kiosks located in most of the airports Air Canada serves.

You must obtain your boarding pass and check in any baggage by the check-in deadline shown below.

Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline shown below. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

Travel	Recommended Check-in Time	Check-in Deadline	Boarding Gate Deadline
Within Canada	90 min.	45 min.	20 min.
To/from the US	120 min.	60 min.	20 min.
International (incl. Mexico & Caribbean)	120 min.	60 min.	30 min.
From Toronto City Airport, Ontario Canada	60 min.	20 min.	20 min.
From Tel Aviv, Israel	180 min.	75 min.	60 min.

**Note:** If your itinerary now includes a flight operated by another airline, please refer to the [code share flights](#) page as baggage allowance and fees may vary with other carriers.

#### Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the services we offer. Send us an e-mail ( [aircanada.com/customerrelations](mailto:aircanada.com/customerrelations) ) or write to us at: Air Canada - Customer Relations, PO Box 64239, RPO Thorncliffe, Calgary, AB, Canada T2K 6J7.

# UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

GUEST ACCOUNT

CARPENTER DAVID

⑥

Arrive 05/25/16 Depart 05/26/16

Room #

Invoice #

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
05/25/16		2-Room Charg		149.00
05/25/16		41-Tourism Le	On Room Charge	5.96
05/25/16		42-DMF		4.47
05/25/16		41-Tourism Le	On DMF	0.18
05/26/16		93-Amex. Expr		-167.28 ✓
			GST On DMF	0.22
			GST On Room Charge	7.45
			<b>Tax Reg. # R897343794</b>	

BILLING INSTRUCTIONS

BALANCE DUE

0.00

COMPANY

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE

X

# UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5

Phone: 780.423.3600 • Fax: 780.423.4623

E-mail: info@unionbankinn.com • Web: unionbankinn.com