

## AHS Board and Executive Expense Report

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

Expenses submitted during the month of September 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)
Sep-16	Expense Claim	Meetings	668	85	334	299	1,386			
<b>Total</b>			\$ 668	\$ 85	\$ 334	\$ 299	\$ 1,386	\$ -	\$ -	\$ -

**Total for the Month** \$ 1,386

Maximum daily single meal expense claimed in the month \$ 24  
 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.



*Employee #* [Redacted]

AHS - AP Processing - Internal Use Only

Voucher # \_\_\_\_\_

Naming Convention: \_\_\_\_\_

T4A/NR Applicable? - If yes, indicate line & amt \_\_\_\_\_

## BOARD MEMBER EXPENSE CLAIM FORM

**SECTION 1: PAYEE INFORMATION**

Name:	David Carpenter	Expense Period Month:	Sep-16
Address:	[Redacted]	City:	[Redacted]
Province:	[Redacted]	Postal Code:	[Redacted]
		Country:	Canada
Reason for Expense	Attend Board Committee Meetings (Community Engagement Committee - September 14, 2016; Finance Committee and Audit & Risk Committee on September 15, 2016) in Edmonton.		

**SECTION 2: FINANCE CODING & TOTAL CLAIM**

Description	Corp/BU/O ID	Location (if applicable)	Functional Centre/Primary	Expense/Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$85.00 [Redacted] ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,301.32 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>					[Redacted] \$1,386.32 <i>pb</i>

**SECTION 3: AUTHORIZATION**

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>[Signature]</i>	9/28/16	[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>[Signature]</i>	Oct 3/16

Health and Personal information on this form is collected by AHS under the authority of section 23 of the Access to Information Act, respectively.

For pa Deborah Rhodes Oct 2/16

Deborah Rhodes, VP Corporate Services & CFO  
 Position #: [Redacted] DOFA Level: [Redacted] Date: \_\_\_\_\_

14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 1

**Carry forward from Section 1**

Name: David Carpenter Expense Period Month: 42614

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				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Within Canada		Outside Canada					
			Meal Type	Allowance	Meal Type	Allowance				
13-Sep-16	Taxi from residence to Lethbridge airport to attend Board Committee Meetings in Edmonton (September 14-15, 2016).	Yes					\$35.00	✓		
13-Sep-16	Flight from YQL to YEG & return on September 15, 2016 (includes change fee as location of meetings changed).	Yes	D-\$24.00	\$24.00	✓		\$668.06	✓		
13-Sep-16	Taxi from YEG to hotel and return to YEG on September 15, 2016.	Yes					\$145.20	✓		
13-Sep-16	2 nights accommodation to attend Board Committee Meetings.	Yes				\$334.56	✓			
14-Sep-16	ETS Fare from hotel to SSP to attend meetings.	Yes	L-\$13.00	\$13.00	✓		\$3.25	✓		
14-Sep-16	ETS Fare from SSP to hotel.	Yes	D-\$24.00	\$24.00	✓		\$3.25	✓		
15-Sep-16	ETS Fare from hotel to SSP.	Yes	D-\$24.00	\$24.00	✓		\$3.25	✓		
15-Sep-16	Change fee for an earlier flight home.	Yes					\$78.75	✓		
15-Sep-16	Taxi from Airport to downtown Lethbridge.	Yes			✓		\$30.00	✓		
				\$85.00						
<b>Total: (amount auto fills to page 1)</b>						\$0.00	\$334.56	\$966.76	\$0.00	0.00

**BOARD MEMBER Mileage Rate** 0.505 **Total Mileage** \$ -

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

①

Charge / Receipt \_\_\_\_\_

Amount 35.00

Driver 227 Date Sept 13

From 15 Gold Mountain

To Applm

Signature [Signature]

*Fifth Avenue* CABS **403-381-1111**

③

ATS GROUP  
4608 101 ST NW  
7809897099  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE AMEX  
DATE 2016/09/13  
TIME 7366 16:48:07  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$132.00  
TIP \$13.20  
TOTAL

\$145.20

AMERICAN EXPRESS  
[REDACTED]

APPROVED

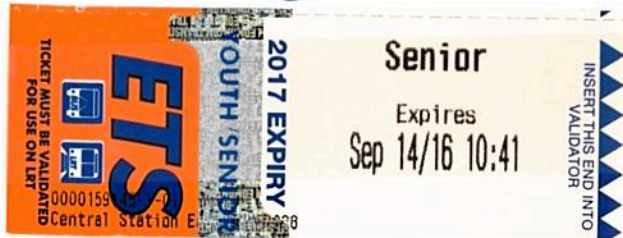
AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

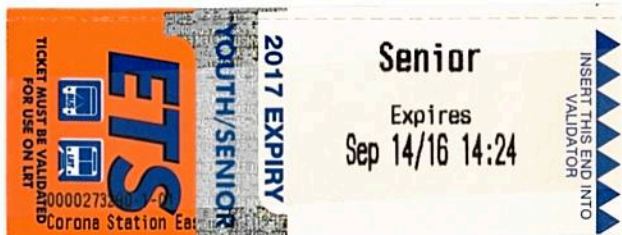
GST 83096 3245 RT0001

⑤



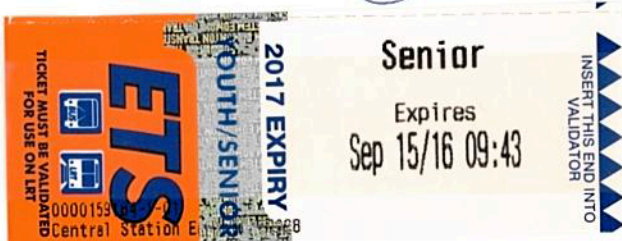
3.25

⑥



3.25

⑦



3.25

AIR CANADA



ORIGINAL 51056 ✓  
 Change fee in booking 10500 ✓  
 Change fee to include 5250 ✓  
 Community Calgary 66806 ✓

# Itinerary / Receipt

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>	Tue 13-Sept 2016	Tue 13-Sept 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>	Tue 13-Sept 2016	Tue 13-Sept 2016			
<i>Air Canada Express-Jazz</i>	15:25	16:15			
Seat number(s) requested:	2D				

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.

Passengers Mr David B Carpenter

Flight	From	To	Departure	Arrival		
AC7216 AC8156	Lethbridge (YQL)	Edmonton (YEG) - Connection in Calgary -	12:55 Wed 27-Apr 2016	15:15 Wed 27-Apr 2016	Air Transp. Charges	427.00
AC8147 AC7217	Edmonton (YEG)	Lethbridge (YQL) - Connection in Calgary -	13:50 Fri 29-Apr 2016	16:07 Fri 29-Apr 2016	Options	0.00
					Taxes, fees and charges	83.56
					Travel Insurance	Purchase travel insurance
<b>Grand Total</b>						<b>\$510.56</b>
					Canadian dollars	



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	
Mobile: [REDACTED]	
Home: [REDACTED]	
Work: [REDACTED]	

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7216 <sup>1</sup>	Lethbridge (YQL) Wed 27-Apr 2016 12:55	Calgary (YYC) Wed 27-Apr 2016 13:46	0	2hr20	BEH	Flex. G	
AC8156 <sup>2</sup>	Calgary (YYC) Wed 27-Apr 2016 14:25	Edmonton, Edmonton Int'l (YEG) Wed 27-Apr 2016 15:15	0		DH4	Flex. G	
AC8147 <sup>2</sup>	Edmonton, Edmonton Int'l (YEG) Fri 29-Apr	Calgary (YYC) Fri 29-Apr	0	2hr17	DH4	Flex. G	

	2016 13:50	2016 14:40			
AC7217 <sup>1</sup>	Calgary (YYC) Fri 29-Apr 2016 15:20	Lethbridge (YQL) Fri 29-Apr 2016 16:07	0	BEH	Flex. G

Operated by:  
<sup>1</sup> Air Canada Express - Air Georgian  
<sup>2</sup> Air Canada Express - Jazz

### Passenger Information

1: Mr David B Carpenter : Adult (16+), Ticket Number [REDACTED]

Air Canada - Aeroplan : [REDACTED] Meal Preference: None  
 Payment Card: [REDACTED] Special Needs: None  
 Seat Selection: AC7216 1A , AC8156 1C (**Preferred**) ,  
 AC8147 1C (**Preferred**) , AC7217 1A

Congratulations on your selection of a **Preferred seat**. Please read the **Terms and conditions**.

### Purchase Summary

<b>Fare Summary</b>	
Passenger Type	<b>Adult</b>
<b>Air Transportation Charges</b>	
Departing Flight - Flex	199.00
Return Flight - Flex	204.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	45.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	24.31
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	<b>510.56</b>
Number of passengers	x 1
Total with options	<b>510.56</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$510.56</b>
<b>Payment Information</b>	
Credit/Debit Card [REDACTED]	- Amount paid: <b>\$510.56</b>
The following amount (tax inclusive) will appear on your credit card or debit card statement:	
• Air Canada: \$510.56 (Air Transp. Charges - per ticket)	
Ticket number(s) [REDACTED]	

### Fare Rules

Departing Flight Lethbridge (YQL) To Edmonton (YEG) - Flex
Return Flight Edmonton (YEG) To Lethbridge (YQL) - Flex
• Changes:

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7219	Calgary (YYC)	Lethbridge (YQL)	BEH	Economy (G)	Confirmed
<i>Operated by:</i>	Thu 15-Sept 2016	Thu 15-Sept 2016			
<i>Air Canada Express- Air Georgian</i>	18:15	19:00			

## Passenger Information

**Passenger 1**

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

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

## Purchase Summary

**Passenger: 1 Ticket number** [REDACTED]

<b>Date of issue</b>	07-Mar 2016
<b>Fare Amount in Canadian dollars:</b> <i>(including navigational &amp; other charges)</i>	427.00
<b>Taxes, Fees &amp; Charges</b>	
Combined Taxes *see fare calculation below (XT)	PD
<b>Total Fare in :</b>	No Additional collection
<b>Options</b>	
Change fee in Canadian dollars	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	100.00 5.00 ✓

Ticket particularities:  
 AC ONLY/NON-REF/CHGE  
 FEE-BG:AC  
 \*Fare calculation:  
 14SEP16YQL AC X/YYC AC YEA Q12.00R199.00AC X/YYC Q12.00AC YQL  
 R204.00CAD427.00 END ROE1.00 PD14.25CA24.31XG45.00SQ  
 Canadian tax registration numbers:  
 XG Canada Goods and Service Tax (GST) #10009-2287  
 RC Canada Harmonized Sales Tax (HST) #10009-2287  
 XQ Quebec Sales Tax (QST) #1000-043-172

## Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.



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

## Passenger Information

**Passenger 1**

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

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

## Purchase Summary

**Passenger: 1 Ticket number** [REDACTED]

**Date of issue** 21-Apr 2016

**Fare Amount in Canadian dollars:** 427.00

*(including navigational & other charges)*

**Taxes, Fees & Charges**

Combined Taxes \*see fare calculation below (XT) PD

**Total Fare in :** No Additional collection

**Options**

Change fee in Canadian dollars

Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 50.00  
2.50 ✓

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

*\*Fare calculation:*  
13SEP16YQL AC X/YYC AC YEA Q12.00R199.00AC X/YYC Q12.00AC YQL  
R204.00CAD427.00 END ROE1.00 PD14.25CA24.31XG45.00SQ

*Canadian tax registration numbers:*  
XG Canada Goods and Service Tax (GST) #10009-2287  
RC Canada Harmonized Sales Tax (HST) #10009-2287  
XQ Quebec Sales Tax (QST) #1000-043-172

## Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.

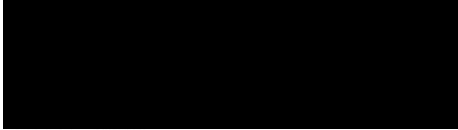
# UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE



GUEST ACCOUNT

CARPENTER, DAVID



ALBERTA HEALTH SERVICES

Room # [REDACTED] Invoice # [REDACTED]

Arrive 09/13/16 Depart 09/15/16

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
09/13/16	SE	2-Room Charge		149.00
09/13/16	SE	41-Tourism Le	On Room Charge	5.96
09/13/16	SE	42-DMF		4.47
09/13/16	SE	41-Tourism Le	On DMF	0.18
09/14/16	SE	2-Room Charge		149.00
09/14/16	SE	41-Tourism Le	On Room Charge	5.96
09/14/16	SE	42-DMF		4.47
09/14/16	SE	41-Tourism Le	On DMF	0.18
09/15/16	SML	93-Amex. Expr		-334.56
			GST On DMF	0.44
			GST On Room Charge	14.90
			<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

ATTENTION

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

Hi JENNIFER

I MANAGED TO GET A SEAT  
ON AN EARLIER FLIGHT HOME  
COST WAS 78<sup>75</sup> CHANCE FEE.



8

AIRPORT FEE RECEIPT

PNR RECLOC:

TICKET NO

ISSUED BY :

NAME: CARPENTER/DAVIDNR

DATE OF ISSUE: 15SEP2016



	AMOUNT	GST	HST	QST	TOTAL
SAME DAY CHANGE FEE	75.00	03.75	00.00	00.00	78.75
GRAND TOTAL	75.00	03.75	00.00	00.00	78.75

FORM OF PAYMENT: IN CANADIAN DOLLARS  
GST/TPS HST/TVH NO. 100092287 RT000 QST/TVQ NO. 1000-043-172 RT000  
FEES ARE NON-REFUNDABLE

I TOOK TAXI DIRECTLY TO RESTAURANT  
FOR SUPPER. THAT'S WHY ITS CHEAPER  
GET A RIDE HOME FROM RESTAURANT.

Charge / Receipt \_\_\_\_\_

Amount \$ 30

Driver 201 Date SEPT. 15

From Airport

To micro

Signature \_\_\_\_\_

Fifth Avenue CABS 403-381-1111

9



PLEASE ACKNOWLEDGE RECEIPT BY E-MAIL  
THX DAVID