

## AHS Board and Executive Expense Report

**Name** Karen Horon  
**Title** VP, Clinical Support Services (Acting)  
**Location** Calgary  
 Expenses submitted during the month of May 2018

### 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-18       | Expense Claim   | Meetings |          | 122    | 170           | 774          | 1,066        |                              |  |           |
| May-18       | Direct Billing  | Meetings | 1,963    |        |               |              | 1,963        |                              |  |           |
| <b>Total</b> |                 |          | \$ 1,963 | \$ 122 | \$ 170        | \$ 774       | \$ 3,029     | \$ -                         | \$ -   | \$ -      |

**Total for the Month** \$ 3,029

Maximum daily single meal expense claimed in the month \$ 24  
 Maximum daily base hotel rate claimed in the month \$ 159  
 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 Expense Claims

| Claimant Name  | Claimant Title                                      | Claimant Location | Expense Claim Total      |           |                           |                                   |  |           |                |                  |               |  |
|----------------|---|-------------------|--------------------------|-----------|---------------------------|-----------------------------------|--|-----------|----------------|------------------|---------------|--|
| Expense Date   | Business reason                                     | Expense Location  | Expense Type             | Amount    | From Location             | To Location                       | Justification  | # of days | # of Attendees | Attendee Name(s) | Trip Distance |  |
| HORON, KAREN L | Interim VP, Clinical Support Services               | Calgary           | \$ 1,066.06              |           |                           |                                   |  |           |                |                  |               |  |
| 5/1/2018       | ELT & BELT In Person Mtg                            |                   | Mileage-Local-Home Zone  | \$ 15.45  | FMC                       | Southport Towers                  | ELT & BELT In Person Mtg   | 1         |                |                  | 30.6          |  |
| 5/1/2018       | ELT & BELT In Person Mtg                            | AB - Local        | Parking - Lot or Parkade | \$ 10.00  |                           |                                   | ELT & BELT In Person Mtg   | 1         |                |                  |               |  |
| 5/7/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg | AB - North Zone   | Taxi                     | \$ 60.50  | Edm International Airport | Matrix Hotel                      | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg                                  | 1         |                |                  |               |  |
| 5/7/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg | AB - Other Zones  | Parking - Lot or Parkade | \$ 58.70  |                           |                                   | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg                                  | 1         |                |                  |               |  |
| 5/7/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg | AB - Other Zones  | Accommodations           | \$ 170.32 |                           |                                   | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg                                  | 1         |                |                  |               |  |
| 5/7/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg |                   | Mileage-Local-Home Zone  | \$ 19.39  | FMC                       | YYC-Calgary International Airport | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg                                  | 1         |                |                  | 38.4          |  |
| 5/7/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg | AB - Other Zones  | Meals Per Diem           | \$ 24.00  |                           |                                   | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg<br>Dinner \$24.00                | 1         |                |                  |               |  |
| 5/8/2018       | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg | AB - Other Zones  | Meals Per Diem           | \$ 37.00  |                           |                                   | AH/AHS Exec Team in Person Mtgs & ELT In Person Mtg<br>Lunch \$13.00<br>Dinner 24.00 | 1         |                |                  |               |  |
| 5/10/2018      | ACP/AHS in person mtg & 1-1 with Direct Reports     | AB - North Zone   | Parking - Lot or Parkade | \$ 29.35  |                           |                                   | ACP/AHS in person mtg & 1-1 with Direct Reports                                      | 1         |                |                  |               |  |
| 5/10/2018      | ACP/AHS in person mtg & 1-1 with Direct Reports     | AB - North Zone   | Taxi                     | \$ 55.20  | SSP                       | Edm International Airport         | ACP/AHS in person mtg & 1-1 with Direct Reports                                      | 1         |                |                  |               |  |
| 5/10/2018      | ACP/AHS in person mtg & 1-1 with Direct Reports     | AB - North Zone   | Taxi                     | \$ 60.50  | Edm International Airport | ACP Office                        | ACP/AHS in person mtg & 1-1 with Direct Reports                                      | 1         |                |                  |               |  |

## AHS Public Disclosure Expense Claims

| Claimant Name  | Claimant Title                                  | Claimant Location | Expense Claim Total      |             |                           |                                   |   |           |                |                  |               |  |  |
|----------------|---|-------------------|--------------------------|-------------|---------------------------|-----------------------------------|---|-----------|----------------|------------------|---------------|--|--|
| Expense Date   | Business reason                                 | Expense Location  | Expense Type             | Amount      | From Location             | To Location                       | Justification   | # of days | # of Attendees | Attendee Name(s) | Trip Distance |  |  |
| HORON, KAREN L | Interim VP, Clinical Support Services           | Calgary           |                          | \$ 1,066.06 |                           |                                   |   |           |                |                  |               |  |  |
| 5/10/2018      | ACP/AHS in person mtg & 1-1 with Direct Reports | AB - Other Zones  | Meals Per Diem           | \$ 13.00    |                           |                                   | ACP/AHS in person mtg & 1-1 with Direct Reports<br>Lunch \$13.00          | 2         |                |                  |               |  |  |
| 5/10/2018      | ACP/AHS in person mtg & 1-1 with Direct Reports |                   | Mileage-Local-Home Zone  | \$ 19.39    | FMC                       | YYC-Calgary International Airport | ACP/AHS in person mtg & 1-1 with Direct Reports                           | 1         |                |                  | 38.4          |  |  |
| 5/14/2018      | ELT & BELT In Person Mtg                        | AB - Local        | Parking - Lot or Parkade | \$ 15.00    |                           |                                   | ELT & BELT In Person Mtg  | 1         |                |                  |               |  |  |
| 5/14/2018      | ELT & BELT In Person Mtg                        |                   | Mileage-Local-Home Zone  | \$ 15.45    | FMC                       | Southport Towers                  | ELT & BELT In Person Mtg  | 1         |                |                  | 30.6          |  |  |
| 5/17/2018      | QSO & ERMEC In person                           | AB - North Zone   | Parking - Lot or Parkade | \$ 29.35    |                           |                                   | QSO & ERMEC In person   | 1         |                |                  |               |  |  |
| 5/17/2018      | QSO & ERMEC In person                           | AB - Other Zones  | Taxi                     | \$ 60.50    | Edm International Airport | SSP                               | QSO & ERMEC In person   | 1         |                |                  |               |  |  |
| 5/17/2018      | QSO & ERMEC In person                           |                   | Mileage-Local-Home Zone  | \$ 19.39    | FMC                       | YYC-Calgary International Airport | QSO & ERMEC In person   | 1         |                |                  | 38.4          |  |  |
| 5/17/2018      | QSO & ERMEC In person                           | AB - North Zone   | Taxi                     | \$ 80.27    | SSP                       | RAH; EDM International Airoport   | QSO & ERMEC In person   | 1         |                |                  |               |  |  |
| 5/17/2018      | QSO & ERMEC In person                           | AB - Other Zones  | Meals Per Diem           | \$ 47.50    |                           |                                   | QSO & ERMEC In person<br>Bfast \$10.50<br>Lunch \$13.00<br>Dinner \$24.00 | 2         |                |                  |               |  |  |
| 5/22/2018      | ELT & BELT In Person Mtg                        | AB - Local        | Parking - Lot or Parkade | \$ 15.00    |                           |                                   | ELT & BELT In Person Mtg  | 1         |                |                  |               |  |  |
| 5/22/2018      | ELT & BELT In Person Mtg                        |                   | Mileage-Local-Home Zone  | \$ 15.45    | FMC                       | Southport Towers                  | ELT & BELT In Person MtgF   | 1         |                |                  | 30.6          |  |  |
| 5/23/2018      | COEC, QSC & CCEC - In person mtgs               |                   | Mileage-Local-Home Zone  | \$ 15.45    | FMC                       | Southport Towers                  | COEC, QSC & CCEC - In person mtgs   | 1         |                |                  | 30.6          |  |  |

## AHS Public Disclosure Expense Claims

| Claimant Name             | Claimant Title                        | Claimant Location | Expense Claim Total      |          |                           |                                   |                                   |           |                |                  |               |  |
|---------------------------|---------------------------------------|-------------------|--------------------------|----------|---------------------------|-----------------------------------|-----------------------------------|-----------|----------------|------------------|---------------|--|
| HORON, KAREN L            | Interim VP, Clinical Support Services | Calgary           | \$ 1,066.06              |          |                           |                                   |                                   |           |                |                  |               |  |
| Expense Date              | Business reason                       | Expense Location  | Expense Type             | Amount   | From Location             | To Location                       | Justification                     | # of days | # of Attendees | Attendee Name(s) | Trip Distance |  |
| 5/23/2018                 | COEC, QSC & CCEC - In person mtgs     | AB - Local        | Parking - Lot or Parkade | \$ 15.00 |                           |                                   | COEC, QSC & CCEC - In person mtgs | 1         |                |                  |               |  |
| 5/29/2018                 | ELT in person                         | AB - Other Zones  | Taxi                     | \$ 55.66 | SSP                       | Edm International Airport         | ELT in person                     | 1         |                |                  |               |  |
| 5/29/2018                 | ELT in person                         | AB - Other Zones  | Parking - Lot or Parkade | \$ 29.35 |                           |                                   | ELT in person                     | 1         |                |                  |               |  |
| 5/29/2018                 | ELT in Person                         |                   | Mileage-Local-Home Zone  | \$ 19.39 | FMC                       | YYC-Calgary International Airport | ELT in Person                     | 1         |                |                  | 38.4          |  |
| 5/29/2018                 | ELT in person                         | AB - Other Zones  | Taxi                     | \$ 60.50 | Edm International Airport | SSP                               | ELT in person                     | 1         |                |                  |               |  |
| Approver(s) for the claim |                                       | Approval Status   | Approval Date            |          |                           |                                   |                                   |           |                |                  |               |  |
| YIU, VERNA                |                                       | Approve           | 23-Aug-18                |          |                           |                                   |                                   |           |                |                  |               |  |

*Karen Horan ELT*  
*May 1, 2018. BELT*

SOUTHLAND PARK  
10201 SOUTHPORT RD SW  
CALGARY AB

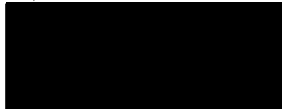
*meleage*

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/01  
TIME 0146 08:41 24  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

\$10.00

MasterCard



*meleage*  
APPROVED

AUTH# [REDACTED]  
THANK YOU

NO SIGNATURE REQUIRED

CARDHOLDER COPY

IMPORTANT RETAIN THIS  
COPY FOR YOUR RECORDS

*May 1*

May 7 & 8

Edm Int'l Airport → M  
AIRPORT TAXI SERVICE a  
4608 101 ST. f  
(7808907070) f  
EDMONTON AB i  
y

RECEIPT  
GST NO. R122556194

TKT NO. [REDACTED]  
EXIT No. A1  
IN: 05/07/18 15:28  
OUT: 05/08/18 18:19  
DURATION: 1 02: 51  
PAID: \$ 58.70 y  
(GST INCLUDED)  
MASTERCARD

AUTH. CODE  
REF.

THANK YOU FOR.

*1/2 parking & mileage*



CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/07  
TIME 5350 18:04:56  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$55.00  
TIP \$5.50  
TOTAL

\$60.50 y

*Karen Horan*  
MasterCard



No cost  
*shared  
ride from  
SSP to  
Edm Int'l  
y May 8.*

APPROVED

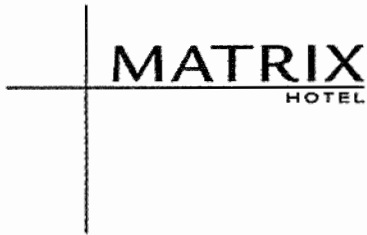
AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
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GST 85327 0031 RT0001



MS Karen Horon

Room No. : [REDACTED]  
Arrival : 05-07-18  
Departure Date : 05-08-18  
Folio No. : [REDACTED]  
Conf. No. : [REDACTED]  
P.O. No. :

Company Name: AHS - Vision/Marlin Travel

Group Name:

INVOICE

| Date     | Description               | Charges              | Credits         |
|----------|---------------------------|----------------------|-----------------|
| 05-07-18 | Room Revenue              | 159.00               |                 |
| 05-07-18 | Destination Marketing Fee | 4.77                 |                 |
| 05-07-18 | Tourism Levy              | 6.55                 |                 |
| 05-08-18 | Mastercard                |                      | 190.12          |
|          |                           | <b>Total Charges</b> | 190.12          |
|          |                           | <b>Total Credits</b> | 190.12 <i>y</i> |
|          |                           | <b>Balance</b>       | 0.00            |

Claiming only \$170.32

May 10th  
mtg w/  
College  
& 1:1 Laura

SSP -> Edm. Airports

**RECEIPT**  
**GST NO. R122556194**

*Parking + mileage*

TKT NO. [REDACTED]  
EXIT No. A1  
IN: 05/10/18 07:06  
OUT: 05/10/18 18:26  
DURATION: 0 11: 20  
PAID: \$ 29.35  
(GST INCLUDED)  
MASTERCARD

AUTH. CODE  
REF.  
THANK YOU FOR

*Karen Hoban  
May 10th*

FlyYYC

**YYC** CALGARY INTERNATIONAL AIRPORT

*taxi Edm Airport ->*  
ALPHADUS BUSINESS RESOUR  
16304 65 STREET  
EDMONTON, AB. T5Y 3E4  
780-200-0630

**SALE**

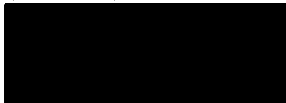
Batch #: [REDACTED]  
05/10/18 08:35:18  
APPR. CODE [REDACTED]  
Trace: [REDACTED]  
MASTERCARD Chip

REF# [REDACTED]

AMOUNT \$55.00  
TIP \$5.50  
TOTAL \$60.50

APPROVED

MasterCard



THANK YOU / MERCI  
CAPITALTAXI711

CUSTOMER COPY

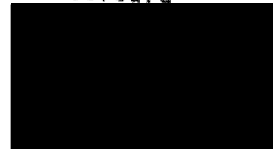
AIRPORT TAXI SERVICE  
4608 101 ST.  
(7808907070)  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/10  
TIME 6688 15:53:45  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$48.00  
TIP \$7.20  
TOTAL

\$55.20

MasterCard



**APPROVED**

AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
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GST854829090



May 17th  
Q50 in person  
+ERMEC

**RECEIPT**

GST NO. R122556194

Calgary Airport Parking

TKT NO [REDACTED]  
EXIT No. A1  
IN: 05/17/18 06:09  
OUT: 05/17/18 19:14  
DURATION: 0 13: 05  
PAID: \$ 29.35  
(GST INCLUDED)  
MASTERCARD

AUTH. CODE  
REF.

THANK YOU FOR  
+ mileage / FMC →  
Karen Horan YYC

FlyYYC YYC CALGARY INTERNATIONAL AIRPORT

EdmInt → SSP

GREATER EDMONTON TAXI  
SERVICE

10135 31 AVE NW  
EDMONTON AB

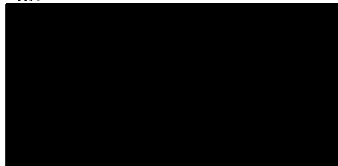
May 17

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/17  
TIME 5335 08:30:00  
INVOICE # 213314  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$55.00  
TIP \$5.50  
TOTAL

\$60.50

MasterCard



**APPROVED**

AUTH# [REDACTED]  
THANK YOU

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IMPORTANT - RETAIN THIS  
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YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

Taxi SSP → RAH  
RAH → EdmInt

GREATER EDMONTON TAXI  
SERVICE

10135 31 AVE NW  
EDMONTON AB

May 17

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/17  
TIME 3433 17:01:39  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$69.80  
TIP \$10.47  
TOTAL

\$80.27

MasterCard



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AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

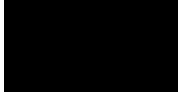
IMPORTANT - RETAIN THIS  
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YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

ELT + BELT 830-  
May 14, 2018 3:30

**RECEIPT**  
Southport

License Plate Number



Expiration Date/Time

**08:33 AM**  
**MAY 15, 2018**

*Karen Horon*

Purchase Date/Time: 08:33am May 14, 2018

Total Due: \$15.00 Rate: \$15.00 / 24 Hours  
Total Paid: \$15.00 Pmt Type: CC (Swipe)

Ticket # [Redacted]  
S/N # [Redacted]

Setting: SPT Wireless

Mach Name: CA-SPT-001

*mileage*  
MasterCard

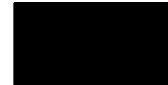
Auth # [Redacted]

www.ahs.ca  
Do Not Place On Dash

ELT + BELT  
May 22

**RECEIPT**  
Southport

License Plate Number



Expiration Date/Time

**07:58 AM**  
**MAY 23, 2018**

Purchase Date/Time: 07:58am May 22, 2018

Total Due: \$15.00 Rate: \$15.00 / 24 Hours  
Total Paid: \$15.00 Pmt Type: CC (Swipe)

Ticket # [Redacted]  
S/N # [Redacted]

Setting: SPT Wireless

Mach Name: CA-SPT-001

*Karen Horon*  
MasterCard

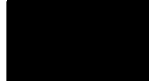
Auth # [Redacted]

www.ahs.ca  
Do Not Place On Dash

COEC, QSC & CCEC  
mtg's May 23, 2018.

**RECEIPT**  
Southport

License Plate Number



Expiration Date/Time

**07:39 AM**  
**MAY 24, 2018**

Purchase Date/Time: 07:39am May 23, 2018

Total Due: \$15.00 Rate: \$15.00 / 24 Hours  
Total Paid: \$15.00 Pmt Type: CC (Swipe)

Ticket # [Redacted]  
S/N # [Redacted]

Setting: SPT Wireless

Mach Name: CA-SPT-001

*Karen Horon*  
MasterCard

Auth # [Redacted]

www.ahs.ca  
Do Not Place On Dash

*plus mileage x 3*

May 17th  
Q50 In person  
+ERMEC

**RECEIPT**  
GST NO. R122556194

Calgary Airport Parking

TKT NO. [REDACTED]  
EXIT No. A1  
IN: 05/17/18 06:09  
OUT: 05/17/18 19:14  
DURATION: 0 13: 05  
PAID: \$ 29.35  
(GST INCLUDED)  
MASTERCARD

AUTH. CODE  
REF.

THANK YOU FOR  
+ mileage/FMC →  
Karen Horan YYC  
FlyYYC CALGARY INTERNATIONAL AIRPORT

EdmInt → SSP

GREATER EDMONTON TAXI  
SERVICE

10135 31 AVE NW  
EDMONTON AB

May 17

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/17  
TIME 5335 08:30:00  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$55.00  
TIP \$5.50  
TOTAL

\$60.50

MasterCard

APPROVED

AUTH# [REDACTED]  
THANK YOU

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BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

Taxi SSP → RAH  
RAH → Edm Int

GREATER EDMONTON TAXI  
SERVICE

10135 31 AVE NW  
EDMONTON AB

May 17

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/17  
TIME 3433 17:01:39  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$69.80  
TIP \$10.47  
TOTAL

\$80.27

MasterCard

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EDMTAXI.COM  
GST 100403070

May 29/2018  
ELT in Edmonton

Karen Horon

SP -> Edm Airport

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

Airport -> SSP

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/29  
TIME 3037 09:18:37  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/05/29  
TIME 0443 16:03:54  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE AMOUNT \$55.00  
TIP \$5.50  
TOTAL

\$60.50

PURCHASE AMOUNT \$50.60  
TIP \$5.06  
TOTAL

\$55.66

ELT May  
MasterCard

MasterCard

[REDACTED]

[REDACTED]

APPROVED

AUTH# [REDACTED]  
THANK YOU

APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

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COPY FOR YOUR RECORDS

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BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

RECEIPT  
GST NO. R122556194  
YYC Parking

TKT NO [REDACTED]  
EXIT No. A1  
IN: 05/29/18 07:17  
OUT: 05/29/18 19:03  
DURATION: 0 11: 46  
PAID: \$ 29.35  
(GST INCLUDED)  
MASTERCARD

AUTH. CODE  
REF.

THANK YOU FOR

ELT in Edm May 29  
Karen Horon - Finance

FlyYYC

YYC CALGARY INTERNATIONAL AIRPORT

## 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

|                           |   |
|---------------------------|---|
| <b>Name :</b> Karen Horon | <b>Reporting Period for the Month of :</b> May-18 |
|---------------------------|---|

| DD-MMM-YYYY                    | Payment Method | Category       | Description/Purpose of the Expense  | Name of Vendor | Amount Paid       |
|--------------------------------|----------------|----------------|---|----------------|-------------------|
| 7-May-18                       | Direct Billing | Airline Ticket | Travel to Edmonton to attend in person ELT & BLT as Interim-VP, CSS   | Vision Travel  | \$501.76          |
| 10-May-18                      | Direct Billing | Airline Ticket | Travel to Edmonton to attend in person CSS Connect Care Program and Design Oversight Committee Meeting      | Vision Travel  | \$511.26          |
| 17-May-18                      | Direct Billing | Airline Ticket | Travel to Edmonton to attend in person Connect Care Program & Design Oversight Committee as Interim-VP, CSS | Vision Travel  | \$198.94          |
| 22-May-18                      | Direct Billing | Airline Ticket | Travel to Edmonton to attend in person ELT & BLT as Interim-VP, CSS   | Vision Travel  | \$458.06          |
| 29-May-18                      | Direct Billing | Airline Ticket | Travel to Edmonton to attend in person ELT & BLT as Interim-VP, CSS   | Vision Travel  | \$292.96          |
| <b>Total Paid in the Month</b> |                |                |   |                | <b>\$1,962.98</b> |



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Invoice

|  |   |
|--|---|
| ALBERTA HEALTH SERVICES<br>ALBERTA HEALTH SERVICES<br>10030 - 107 STREET<br>EDMONTON AB<br>T5J 3E4 | <b>Trip #:</b> [REDACTED]<br><b>Booking Date:</b> 04 May 18<br><b>Client:</b> [REDACTED]<br><b>Agent:</b> [REDACTED]<br><br><b>File Locator:</b> [REDACTED] |
|--|---|

PASSENGERS: MS KAREN HORON

| REFERENCE/ DESCRIPTION         | FARE          | HST/GST     | PST         | OTHER TAXES  | PENALTY     | TOTAL             |
|--------------------------------|---------------|-------------|-------------|--------------|-------------|-------------------|
| AIR CANADA Ticket # [REDACTED] | 426.80        | 0.00        | \$0.00      | 74.96        | 0.00        | 501.76 CAD        |
| <b>Total:</b>                  | <b>426.80</b> | <b>0.00</b> | <b>0.00</b> | <b>74.96</b> | <b>0.00</b> | <b>501.76 CAD</b> |

| PAYMENTS              | Invoice #  | Payment Date | Card Holder | Form of Payment | Amount            |
|-----------------------|------------|--------------|-------------|-----------------|-------------------|
|                       | [REDACTED] | 05/04/2018   |             | [REDACTED]      | 501.76 CAD        |
| <b>Total Payment:</b> |            |              |             |                 | <b>501.76 CAD</b> |

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL BUSINESS MEETINGS

\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*\*\* PLEASE REVIEW YOUR ITINERARY FOR ACCURACY\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY  
 \*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*\*\* PLEASE REVIEW YOUR ITINERARY FOR ACCURACY\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 -----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 04 May 18  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator: [REDACTED]

## MY ITINERARY

|                                  |                                     |   |
|----------------------------------|-------------------------------------|---|
| <b>Passengers</b><br>KAREN HORON | <b>Citizenship</b><br>Not Specified | <b>Required Travel Documents</b><br>Not Specified |
|----------------------------------|-------------------------------------|---|

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

|                                |  |
|--------------------------------|--|
| <b>Passengers:</b> KAREN HORON | <b>Booking Date:</b> 04 May 18           |
|                                | <b>File Locator/Ticket #:</b> [REDACTED] |

| Airline    | Flight | From                             | Terminal | To                                | Class/Seat | Stops |
|------------|--------|----------------------------------|----------|-----------------------------------|------------|-------|
| AIR CANADA | 08152  | CALGARY INTL<br>07 May 18 4:40PM |          | EDMONTON INTL<br>07 May 18 5:30PM | Q/         |       |



AIR

|                                |  |
|--------------------------------|--|
| <b>Passengers:</b> KAREN HORON | <b>Booking Date:</b> 04 May 18           |
|                                | <b>File Locator/Ticket #:</b> [REDACTED] |

| Airline    | Flight | From                              | Terminal | To                               | Class/Seat | Stops |
|------------|--------|-----------------------------------|----------|----------------------------------|------------|-------|
| AIR CANADA | 08169  | EDMONTON INTL<br>08 May 18 5:05PM |          | CALGARY INTL<br>08 May 18 6:02PM | Q/         |       |



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ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON, AB T5J 3E4
CANADA

Trip #: [REDACTED]
Booking Date: 27 Sep 18
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA

File Locator:

PASSENGERS: MS. KAREN HORON

Table with columns: REFERENCE/ DESCRIPTION, FARE, HST/GST, PST, OTHER TAXES, PENALTY, TOTAL. Row 1: AIR CANADA Ticket # [REDACTED], 436.30, 0.00, \$0.00, 74.96, 0.00, 511.26 CAD. Row 2: Total: 436.30, 0.00, 0.00, 74.96, 0.00, 511.26 CAD.

Table with columns: PAYMENTS, Invoice #, Payment Date, Card Holder, Form of Payment, Amount. Row 1: [REDACTED], 05/04/2018, [REDACTED], [REDACTED], 511.26 CAD. Row 2: Total Payment: 511.26 CAD.

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00



ALBERTA HEALTH SERVICES  
SUITE 800, NORTH TOWER  
10030-107 ST  
EDMONTON, AB T5J 3E4  
CANADA

Trip #: [REDACTED]  
Booking Date: 27 Sep 18  
Client: [REDACTED]  
Agent: [REDACTED]  
Agents email: [REDACTED]@MARLINTRAVEL.CA  
File Locator:

## MY ITINERARY

| Passengers  | Citizenship   | Required Travel Documents |
|-------------|---------------|---------------------------|
| KAREN HORON | Not Specified | Not Specified             |

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

|                                |  |
|--------------------------------|--|
| <b>Passengers:</b> KAREN HORON | <b>Booking Date:</b> 04 May 18           |
| <b>From:</b> CALGARY INTL      | <b>File Locator/Ticket #:</b> [REDACTED] |
| <b>To:</b> EDMONTON INTL       |  |
| <b>Departing on:</b> 10 May 18 |  |
| <b>Returning on:</b> 10 May 18 |  |

## Traveler

**Passenger Name:**  
HORON, KAREN MS

**e-Ticket Number:**  
[REDACTED]

**Reservation Number:**  
[REDACTED]

**Ticket Issue Date:**  
May 08, 2018

**Rewards Program:**  
[REDACTED]

**Tour Code:**  
[REDACTED]

## Agency Details

### Agency Information:

VISION TRAVEL  
9929 - 108Th.Street Government Centre  
Edmonton, AB T5K 1G8  
Canada

### Agency Phone:

780 425-8611 MARLIN TRAVEL 60-87935-  
0/-TIFFANY



## Flight - WestJet (WS) - 3395 - May 17, 2018

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
MA07H

**\*Operated by:** WESTJET ENCORE

**Depart:**  
Calgary Intl Arpt (YYC)  
Calgary  
7:00 AM

**Arrive:**  
Edmonton Intl Arpt (YEG)  
Edmonton  
7:52 AM

**Class Of Service:**  
Economy

**Not Valid Before:**  
May 17, 2018

**Not Valid After:**  
May 17, 2018

### Carry-On:

1 Piece Plan  
Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

### Baggage Allowance:

0 Piece Plan  
Bag 1 - 25.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM  
Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM  
Applies to: YYC - YEA

## Flight - WestJet (WS) - 3140 - May 17, 2018

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
MA07H

**\*Operated by:** WESTJET ENCORE

**Depart:**  
Edmonton Intl Arpt (YEG)  
Edmonton  
6:00 PM

**Arrive:**  
Calgary Intl Arpt (YYC)  
Calgary  
6:55 PM

**Class Of Service:**  
Economy

**Not Valid Before:**  
May 17, 2018

**Not Valid After:**  
May 17, 2018

### Carry-On:

1 Piece Plan  
Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

### Baggage Allowance:

0 Piece Plan  
Bag 1 - 25.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM  
Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM  
Applies to: YEA - YYC

## Fare Information

**Form Of Payment:**  
[REDACTED]

**Fare:** CAD 292.94

**Taxes and Carrier-imposed fees:**

CAD 14.96 CA  
CAD EXEMPT XG  
CAD 84.00 XT

**Total:** CAD 391.90

**Claiming only \$198.94**

### Endorsement Information:

NONREF - FEE FOR CHG-CXLAB HEALTH SERVICES COF

### Fare Calculation:

17MAY YYC WS YEA 146.47WS YYC 146.47CAD292.94END XT 60.00SQ 24.00YQ A/C 198.94



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Invoice

|  |  |
|--|--|
| ALBERTA HEALTH SERVICES<br>ALBERTA HEALTH SERVICES<br>10030 - 107 STREET<br>EDMONTON AB<br>T5J 3E4 | <b>Trip #:</b> [REDACTED]<br><b>Booking Date:</b> 25 May 18<br><b>Client:</b> [REDACTED]<br><b>Agent:</b> [REDACTED]<br><b>Agents email:</b> [REDACTED]@MARLINTRAVEL.CA<br><br><b>File Locator:</b> [REDACTED] |
|--|--|

PASSENGERS: MS KAREN HORON

| REFERENCE/ DESCRIPTION         | FARE          | HST/GST     | PST         | OTHER TAXES  | PENALTY     | TOTAL             |
|--------------------------------|---------------|-------------|-------------|--------------|-------------|-------------------|
| AIR CANADA Ticket # [REDACTED] | 383.10        | 0.00        | \$0.00      | 74.96        | 0.00        | 458.06 CAD        |
| <b>Total:</b>                  | <b>383.10</b> | <b>0.00</b> | <b>0.00</b> | <b>74.96</b> | <b>0.00</b> | <b>458.06 CAD</b> |

| PAYMENTS       | Invoice #  | Payment Date | Card Holder | Form of Payment | Amount     |
|----------------|------------|--------------|-------------|-----------------|------------|
|                | [REDACTED] | 05/22/2018   |             | [REDACTED]      | 458.06 CAD |
| Total Payment: |            |              |             |                 | 458.06 CAD |

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL ELT MEETING

\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*\*\* PLEASE REVIEW YOUR ITINERARY FOR ACCURACY \*\*\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 ----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 25 May 18  
Client: [REDACTED]  
Agent: [REDACTED]  
Agents email: [REDACTED]@MARLINTRAVEL.CA  
File Locator: [REDACTED]

## MY ITINERARY

| Passengers  | Citizenship   | Required Travel Documents |
|-------------|---------------|---------------------------|
| KAREN HORON | Not Specified | Not Specified             |

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

|             |             |                        |            |
|-------------|-------------|------------------------|------------|
| Passengers: | KAREN HORON | Booking Date:          | 22 May 18  |
|             |             | File Locator/Ticket #: | [REDACTED] |

| Airline    | Flight | From                              | Terminal | To                                | Class/Seat | Stops |
|------------|--------|-----------------------------------|----------|-----------------------------------|------------|-------|
| AIR CANADA | 08134  | CALGARY INTL<br>29 May 18 8:10AM  |          | EDMONTON INTL<br>29 May 18 9:00AM | V/         |       |
| AIR CANADA | 08153  | EDMONTON INTL<br>29 May 18 6:00PM |          | CALGARY INTL<br>29 May 18 6:52PM  | V/         |       |



**Invoice**

|  |  |
|--|--|
| ALBERTA HEALTH SERVICES<br>ALBERTA HEALTH SERVICES<br>10030 - 107 STREET<br>EDMONTON AB<br>T5J 3E4 | <b>Trip #:</b> [REDACTED]<br><b>Booking Date:</b> 25 Apr 18<br><b>Client:</b> [REDACTED]<br><b>Agent:</b> [REDACTED]<br><b>Agents email:</b> [REDACTED]@MARLINTRAVEL.CA<br><br><b>File Locator:</b> [REDACTED] |
|--|--|

**PASSENGERS:** MS KAREN HORON

| REFERENCE/ DESCRIPTION      | FARE          | HST/GST     | PST         | OTHER TAXES  | PENALTY     | TOTAL             |
|-----------------------------|---------------|-------------|-------------|--------------|-------------|-------------------|
| WESTJET Ticket # [REDACTED] | 194.00        | 0.00        | \$0.00      | 98.96        | 0.00        | 292.96 CAD        |
| <b>Total:</b>               | <b>194.00</b> | <b>0.00</b> | <b>0.00</b> | <b>98.96</b> | <b>0.00</b> | <b>292.96 CAD</b> |

| PAYMENTS | Invoice #  | Payment Date | Card Holder | Form of Payment | Amount     |
|----------|------------|--------------|-------------|-----------------|------------|
|          | [REDACTED] | 04/24/2018   |             | [REDACTED]      | 292.96 CAD |
|          |            |              |             | Total Payment:  | 292.96 CAD |

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL ELT MEETING

\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*\*\* PLEASE REVIEW YOUR ITINERARY FOR ACCURACY \*\*\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 25 Apr 18  
Client: [REDACTED]  
Agent: [REDACTED]  
Agents email: [REDACTED]@MARLINTRAVEL.CA  
File Locator: [REDACTED]

## MY ITINERARY

| Passengers  | Citizenship   | Required Travel Documents |
|-------------|---------------|---------------------------|
| KAREN HORON | Not Specified | Not Specified             |

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

|                         |                                   |
|-------------------------|-----------------------------------|
| Passengers: KAREN HORON | Booking Date: 24 Apr 18           |
|                         | File Locator/Ticket #: [REDACTED] |

| Airline | Flight | From                              | Terminal | To                                | Class/Seat | Stops |
|---------|--------|-----------------------------------|----------|-----------------------------------|------------|-------|
| WESTJET | 03395  | CALGARY INTL<br>14 May 18 7:00AM  |          | EDMONTON INTL<br>14 May 18 7:52AM | X/         |       |
| WESTJET | 03140  | EDMONTON INTL<br>14 May 18 6:00PM |          | CALGARY INTL<br>14 May 18 6:55PM  | X/         |       |