

AHS Board and Executive Expense Report

Name Sean Chilton
Title VP Collaborative Practice, Nursing & Health Professions
Location Edmonton
 Expenses submitted during the month of August 2017

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)
Aug-17	P-Card	Meetings				222	222			
Aug-17	Expense Claim	Meetings		37		91	128			
Aug-17	Direct Billing	Meetings	495				495			
Total			\$ 495	\$ 37	\$ -	\$ 313	\$ 845	\$ -	\$ -	\$ -

Total for the Month \$ 845

Maximum daily single meal expense claimed in the month \$ 13
 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 Location	Expense Claim Total									
CHILTON, SEAN A	VP Collaborative Practice, Nursing & Health Professions	Edmonton	\$ 221.91									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/27/2017	In YYC for AHS Board meeting	AB - Other Zones	Car Rental	\$ 90.06			Rental car is less expensive than taxis for meetings in different locations	1				
7/27/2017	Taxi to YEG airport for flight to YYC	AB - Local	Taxi	\$ 35.65	Home	YEG Airport	Taxi to YEG airport for flight to YYC for AHS Board meeting	1				
7/27/2017	Parking at Southport Tower for AHS board meeting	AB - Other Zones	Parking - Lot or Parkade	\$ 13.50			Parking at Southport Tower for AHS board meeting	1				
7/27/2017	Taxi home from YEG airport following trip to YYC	AB - Local	Taxi	\$ 73.70	YEG airport	Home	Taxi home from YEG airport following trip to YYC for AHS board meeting	1				
8/2/2017	Parking at UAH for CoACT meeting	AB - Local	Parking - Lot or Parkade	\$ 9.00			Parking at UAH for CoACT meeting	1				
Approver(s) for the claim		Approval Status		Approval Date								
YIU, VERNA		Approve		25-Sep-17								



Rental Agreement # [REDACTED]
Invoice # [REDACTED]

Renter Information

Renter Name
SEAN CHILTON

Renter Address
[REDACTED]

Contract
ENTERPRISE PLUS

Vehicle Information

2017 KIA FORTE (FO743F) 1.8L LX+ (A)
License # [REDACTED]
State/Province: AB

Vehicle Class Driven
Intermediate 2 or 4-Door/Automatic/Air

Vehicle Class Charged
Intermediate 2 or 4-Door/Automatic/Air

Odometer Mileage/Kilometers
Starting: 5,749 Ending: 5,821
Total: 72

Trip Information

Pickup
Thu, Jul 27 2017 8:01 A.M.

Start Charges
Thu, Jul 27 2017 8:07 A.M.

CALGARY INTL ARPT (YYC) ✈️
2000 AIRPORT RD NE
CALGARY, AB T2E6W5
CAN

Return
Thu, Jul 27 2017 2:42 P.M.

CALGARY INTL ARPT (YYC) ✈️
2000 AIRPORT RD NE
CALGARY, AB T2E6W5
CAN

Rental Charges

Rental Rate	Time & Distance 1 Day at 72.00 CAD / Day	72.00 CAD
Add-Ons	Discount (5.00%)	-3.60 CAD
Mileage	Unlimited Mileage	Included
Taxes and Fees	Goods And Services Tax (5.00%)	4.29 CAD
	Concession Fee Recovery 15.61 Pct (15.61%)	10.77 CAD
	Vif Rec .60/day (0.60 CAD / Day)	0.60 CAD
	Airport Facility Charge \$6/day (6.00 CAD / Day)	6.00 CAD
Total		90.06 CAD
(Subject to audit)		
	Amount charged on Jul 27 2017 to MASTERCARD [REDACTED]	(90.06 CAD)
Amount Due		0.00 CAD

Thank you for renting with
Enterprise Rent-A-Car

We appreciate your business!

This email was automatically generated
from an unattended mailbox, so please do
not reply to this e-mail.

If you have any questions about your
rental, please view our Frequently Asked
Questions or send us a secured message
by visiting our [Support Center](#)

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/07/27
TIME 2919 05:29:47
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$31.00
TIP \$4.65
TOTAL

\$35.65

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070

RECEIPT
Southland Park IV
Southport Tower
[REDACTED]

License Plate Number
[REDACTED]

Expiration Date/Time

11:52 AM
JUL 27, 2017

Purchase Date/Time: 08:52am Jul 27, 2017
Total Due: \$13.50 Rate: \$13.50 - 3 Hours
Total Paid: \$13.50 Payment Type: Card
Ticket [REDACTED]
S/N # [REDACTED]
Setting: SPT Wireless
Mach Name: CA-SPT-001

Services
[REDACTED] MasterCard
Auth #: 10021252
www.ahs.ca
DO NOT PLACE ON DASH

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

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/07/27
TIME 8622 17:53:57
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$67.00
TIP \$6.70
TOTAL

\$73.70

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST 80771 5651 RT0001

UNIVERSITY OF ALBERTA HOSPITAL
83 AVE. EAST PARKADE
Machine ID # [REDACTED]
Rcpt# [REDACTED]
08/02/17 12:12 L# 6 A# 1 Txn#210674
08/02/17 10:37 In 08/02/17 12:12 Out
Tkt# [REDACTED]
UAH Fee #1 \$ 9.00
Total Fee \$ 9.00
MASTERCARD \$ 9.00--
Approval No. [REDACTED]
Reference No. [REDACTED]
Change Due \$ 0.00
Parking Rates are GST Exempt
Comments? - email us :
parkingedmonton@ahs.ca

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
CHILTON, SEAN A	VP Collaborative Practice, Nursing & Health Professions	Edmonton	\$ 127.91									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/27/2017	In YYC for AHS Board meeting in Calgary	AB - Other Zones	Meals Per Diem	\$ 23.50			Had to be at the airport before 6 AM for flight to Calgary. Bfast \$10.50 Lunch \$13.00	1				
8/16/2017	In Westlock for CoACT meetings	AB - North Zone	Meals Per Diem	\$ 13.00			Drive to Westlock for CoACT meetings Lunch \$13.00	1				
8/16/2017	In Westlock for CoACT meetings		Mileage-Other	\$ 91.41	SSP	Westlock Healthcare Centre	Drive to Westlock for CoACT meetings	1			181	
Approver(s) for the claim		Approval Status	Approval Date									
YIU, VERNA		Approve	25-Sep-17									

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**

Name : Sean Chilton	Reporting Period for the Month of : Aug-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
21-07-2017	Direct Billing	Airline Ticket	Air Canada from Calgary to Edmonton July 27 after AHS Board Meeting presentation and meeting with Mt. Royal	Marlin Travel	183.58
24-07-2017	Direct Billing	Airline Ticket	Air Canada difference in fare, after cancelling a flight and using the credit to book July 27 flight from Calgary to Edmonton	Marlin Travel	27.40
24-07-2017	Direct Billing	Airline Ticket	Air Canada change fee, for cancelling and rebooking July 27 flight from Calgary to Edmonton	Marlin Travel	75.00
21-07-2017	Direct Billing	Airline Ticket	West Jet from Edmonton to Calgary July 27 for AHS Board Meeting presentation and meeting with Mt. Royal	Marlin Travel	209.28
Total Paid in the Month					\$ 495.26



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 21 Jul 17 Client: [REDACTED] Agent: [REDACTED] Agents email: [REDACTED]@MARLINTRAVEL.CA File Locator: [REDACTED]
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PASSENGERS: MR SEAN CHILTON

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	159.80	0.00	\$0.00	49.48	0.00	209.28 CAD
AIR CANADA Ticket # [REDACTED]	146.10	0.00	\$0.00	37.48	0.00	183.58 CAD
Total:	305.90	0.00	0.00	86.96	0.00	392.86 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	07/21/2017		[REDACTED]	209.28 CAD
	[REDACTED]	07/21/2017		[REDACTED]	183.58 CAD
				Total Payment:	392.86 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL AHS BOARD MEETING

-----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. -----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: 21 Jul 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
SEAN CHILTON	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



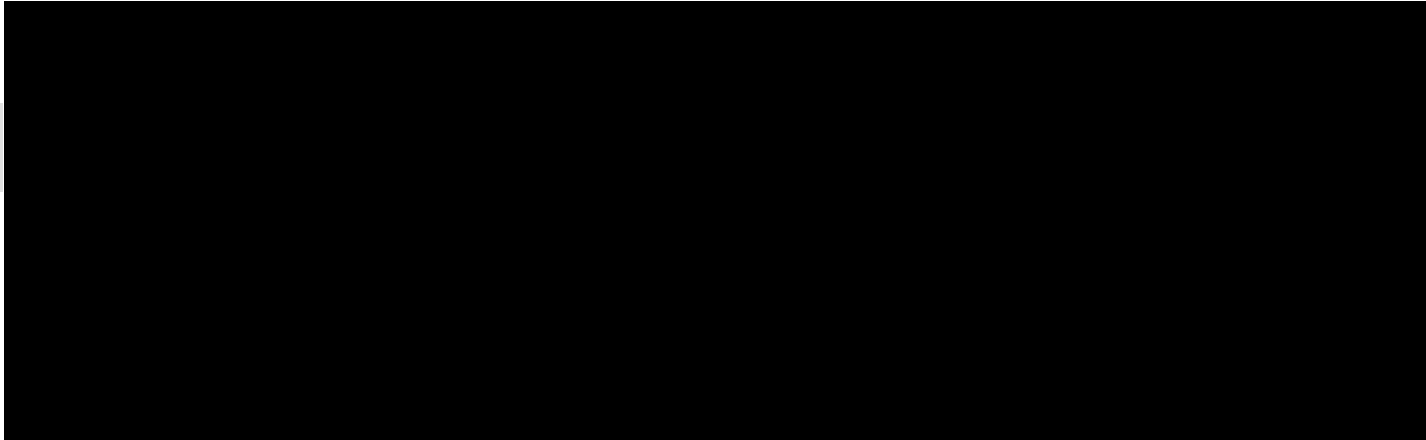
AIR

Passengers:	SEAN CHILTON	Booking Date:	07/21/2017
		File Locator/Ticket #:	[REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	00238	EDMONTON INTL		CALGARY INTL	Q		
		07/27/2017 6:30AM		07/27/2017 7:20AM			

Passengers:	SEAN CHILTON	Booking Date:	07/21/2017
		File Locator/Ticket #:	[REDACTED]


Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	00238	EDMONTON INTL		CALGARY INTL	Q		
		07/27/2017 6:30AM		07/27/2017 7:20AM			



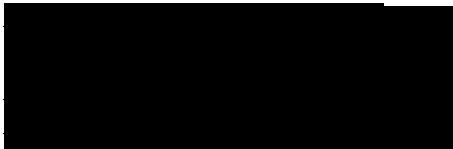
Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference 

Name: _____



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
AC8150	Calgary (YYC)	Edmonton International (YEG)	DH4	Economy (V)	Confirmed
<i>Operated by:</i>	Thu 27-Jul 2017	Thu 27-Jul 2017			
<i>Air Canada Express-Jazz</i>	15:40	16:30			


Passenger Information

Passenger: 1 **Mr Sean Chilton**

Ticket number: 

Frequent Flyer Pgm: Air Canada Aeroplan Program number: 

Purchase Summary

Passenger: 1 Ticket number 

Date of issue 24-Jul 2017

Fare Amount in Canadian dollars:	173.50
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	EXEMPT
Total Fare in Canadian dollars:	27.40A
Options	
Change fee in Canadian dollars	75.00

Ticket particularities:
 CAD170.00 NONREF-BG: AC
 AB AB HEALTH SERVICES

* *Fare calculation:*
 27JUL17YYC AC YEA Q12.00R170.00LESS8.50CAD173.50 END ROE1.00
 PD7.12CA30.00SQ

Canadian tax registration numbers:
 XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)
 RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)
 XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

Baggage Information for: Sean Chilton	
Air Canada baggage rules apply. For flight(s): AC8150	1st bag: Complimentary 2nd bag: 35.00 CAD + taxes* per direction
Max. weight per bag: 23 KG (50 lb)	Max. linear dimensions: 158 CM (62 in)