

## Board and Executive Expense Report

**Name** Board  
**Title** AHS Board  
**Location**

Expenses submitted during the month of December 2012

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
November/ December 2012	P-Card	Board meetings, Working Committees	1,080	-	-	-	1,080		2,949	
<b>Total</b>			<u>\$ 1,080</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,080</u>	<u>\$ -</u>	<u>\$ 2,949</u>	<u>\$ -</u>

**Total for the Month** \$ 4,029

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

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

**Instruction:**



- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

<u>DECOSTE, LOU</u>	<u>EXECUTIVE SECRETARY</u>	Billing Reporting Period:	<u>20/12/2012</u>
Cardholder's Name	Cardholder's Position/Title		
<u>BOARD OFFICE</u>	<u>SOUTHLAND PARK III</u>	Total Statement Amount:	<u>\$4,028.93</u>
Cardholder's Dept	Cardholder's Site/Location		
<u>LOU.DECOSTE@ALBERTAHEALTHSERVICES.CA</u>		Last 6 digits of the P-Card #:	<u>                    </u>
Cardholder's e-mail address			

**Statement of Transactions**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
20/11/2012	301876941	AIR CAN 0142114724232, AIR CANADA	36.00	CAD	36.00	.00	.00	E.Smith AC Seat Selection Invoice #198714
20/11/2012	301876942	AIR CAN 0142114724826, AIR CANADA	18.00	CAD	18.00	.00	.00	E.Smith AC Seat Selection Invoice #198716
20/11/2012	301876943	AIR CAN 0142114724232, AIR CANADA	286.96	CAD	286.96	.00	.00	E.Smith YYC/YEG Return - Dec 12-13 Board Meetings
20/11/2012	301876944	AIR CAN 0142114724826, AIR CANADA	482.96	CAD	482.96	.00	.00	E. Smith YYC/YEG Return Whitecourt Town Council mtg
21/11/2012	301736564	SVC FEE UNIGLOBE BEACO, TRAVEL AGENCIES AND TOUR OPERATORS	29.00	CAD	29.00	.00	.00	Processing Fee Invoice#198714
21/11/2012	301736565	SVC FEE UNIGLOBE BEACO, TRAVEL AGENCIES AND TOUR OPERATORS	29.00	CAD	29.00	.00	.00	Processing Fee Invoice #198716
28/11/2012	302470767	AIR CAN 0142115003124, AIR CANADA	150.00	CAD	150.00	.00	.00	D.Johnston YYC/YEG Return Dec 12-13 Board Meetings
28/11/2012	302470768	AIR CAN 0142115003124, AIR CANADA	19.10	CAD	19.10	.00	.00	D.Johnson Miscellaneous/ Exchanged Ticket Invoice#200865
29/11/2012	302470769	SVC FEE UNIGLOBE BEACO, TRAVEL AGENCIES AND TOUR OPERATORS	29.00	CAD	29.00	.00	.00	Uniglobe Beacon Travel Processing Fee Invoice#200865
08/12/2012	303310101	RIVER CITY RENTALS MOT, EQUIPMENT RENTAL, LEASING, FURNITURE TOOL	594.88	CAD	594.88	28.33	.00	Table/chairs/skirting/projection screen-Dec 12-13 Board
12/12/2012	303775690	OLLY FRESCO S, EATING PLACES, RESTAURANTS	22.00	CAD	22.00	1.05	.00	Catering for Governance Steering Comm - Working Session
13/12/2012	303775689	CINE AUDIO VISUAL SALE, ELECTRONICS SALES	772.50	CAD	772.50	36.79	.00	Audio rentals and tech support for Dec 11/12 AHS Bd mtgs
18/12/2012	304232453	RAH - CATERING REVENUE, HOSPITALS	1,559.53	CAD	1,559.53	74.26	.00	Meals and beverages for the Board mtgs on Dec 12&13.



Signatures		
<b>Cardholder Designate (if Applicable)</b> By signing this statement <ul style="list-style-type: none"> <li>I hereby certify that I have reviewed and reconciled this statement in BMO details Online® to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre.</li> </ul>		
_____ Name of Cardholder Designate	_____ Cardholder Designate Position/Title	
_____ Signature of Cardholder Designate	_____ Date of Signature	
<b>Cardholder</b> By signing this statement <ul style="list-style-type: none"> <li>I hereby certify that the P-Card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide.</li> <li>I acknowledge that the above Cardholder Designate has completed reviews and reconciliation in BMO details Online® on my behalf (if applicable).</li> </ul>		
DECOSTE, LOU _____ Name of Cardholder	EXECUTIVE SECRETARY _____ Cardholder Position/Title	
 _____ Signature of Cardholder	DEC 21, 2012 _____ Date of Signature	
<b>Approver Designate (if Applicable)</b> By signing this statement <ul style="list-style-type: none"> <li>I hereby certify that I have reviewed and approved this statement in BMO details Online® in accordance to AHS Corporate Policies, Program User Guide and Training on behalf of a authorized approver.</li> </ul>		
_____ Name of Approver Designate	_____ Approver Designate Position/Title	
_____ Signature of Approver Designate	_____ Date of Signature	
<b>Approver</b> By signing this statement <ul style="list-style-type: none"> <li>I hereby certify that the P-card issued to be was used for legitimate business purposes in accordance to AHS Corporate Policies and AHS P-Card Program User Guide and hereby approve the transactions as listed.</li> <li>I acknowledge that the above Approver Designate has completed reviews and approvals in BMO details Online® on my behalf (if applicable).</li> </ul>		
Patti Grier _____ Name of Approver	Chief of Staff & Corporate Secretary _____ Approver Position/Title	
 _____ Signature of Approver	Dec 21, 2012 _____ Date of Signature	
<b>Submit approved statement with attachments to Accounts Payable:</b>		
<b>Attach:</b> <ul style="list-style-type: none"> <li>Original itemized receipts</li> <li>Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report)</li> </ul> And where applicable: <ul style="list-style-type: none"> <li>Copies of pre-approvals for travel</li> <li>Personal cheque payable to "Alberta Health Services"</li> <li>Return, refund and/or credit receipts</li> <li>Disputes letter</li> </ul>	<b>Address:</b> Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
<b>Accounts Payable only:</b>		
Reference #: _____	Reviewed by: _____	Date: _____

**UNIGLOBE**  
Beacon Travel

UNIGLOBE Beacon Travel  
Suite 200, 1324 17th Avenue SW  
Calgary, Alberta T2T 5S8  
Phone: (403) 536-6860  
Fax: (403) 228-3817  
Toll Free: 1-877-596-6860  
[paul@uniglobebeacon.com](mailto:paul@uniglobebeacon.com)  
Direct Line: 403-536-6871

As a valued employee of our corporate client, please click here to view your exclusive leisure travel benefits.



**\*\*URGENT- Please review your itinerary for accuracy immediately\*\***  
There may be costs associated with making changes; these costs will be your responsibility. Most airline tickets or vacation packages are not refundable. Call your travel agent for details.

<b>Passenger(s):</b>	Smith/Eldon R	<b>Agent:</b>	Paul Ammerlaan
<b>Invoice No.:</b>	198714	<b>File No.:</b>	YCAIAO
<b>Date:</b>	Tuesday, November 20, 2012	<b>Customer:</b>	CUCCHR001F
<b>Billing:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6	<b>Deliver:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6

• [Click here to forward itinerary to TripIt, Worldmate, Tripcase or Blackberry Travel.](#)



[Add your itinerary to your calendar \(ICS\)](#) (for use with PC and MAC and accessible via website and mobile device)



[Add your itinerary to your calendar \(with Infuzer\)](#)

• Use mileBlaster to consolidate all your frequent flyer and loyalty programs [Click Here](#)



[Click here](#) to reserve your parking and take advantage of exclusive rates and offers with Park2Go and UNIGLOBE Beacon Travel - use coupon #10163 to receive a 20% discount

The Total Carbon Emissions for your flight/s are 56.24kgs and it would cost \$2.53 to offset them. Please visit our [website](#) for more details.

**FLIGHT - Wednesday, 12 December 2012**



**Air Canada Flight AC8132 Economy Class**  
**Operated By Air Canada Express - Jazz**  
**Check in With AIR CANADA EXPRESS - JAZZ**

**Check In Confirmation:**  
**NGTQ8M (\*24 Hours Prior)**

<b>Depart:</b>	07:30, Wednesday, December 12 Calgary Intl. Airport Calgary, Alberta, Canada	<b>Arrive:</b>	08:29, Wednesday, December 12 Edmonton Intl. Airport Edmonton, Alberta, Canada
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<b>Status:</b>	Confirmed	<b>Booking Code:</b>	P
<b>Equipment:</b>	De Havilland DHC-8-300 Dash 8 / 8Q	<b>Stops:</b>	Non-stop
<b>Duration:</b>	0 hours 59 minutes	<b>Seat:</b>	Assigned At Check In
<b>FF Number:</b>		<b>Meal:</b>	None
<b>Remarks:</b>	Turbo propeller plane used on this flight Aisle seat 02d has been assigned		

• [Weather](#) • [Flight Status \(\\*up to 3 days prior\)](#) • [Dining Reservations](#)

**FLIGHT - Thursday, 13 December 2012**



**Air Canada Flight AC8147 Economy Class**  
**Operated By Air Canada Express - Jazz**  
**Check in With AIR CANADA EXPRESS - JAZZ**

**Check In Confirmation:**  
**NGTQ8M (\*24 Hours Prior)**

<b>Depart:</b>	14:00, Thursday, December 13 Edmonton Intl. Airport Edmonton, Alberta, Canada	<b>Arrive:</b>	14:53, Thursday, December 13 Calgary Intl. Airport Calgary, Alberta, Canada
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**Status:** Confirmed  
**Equipment:** De Havilland DHC-8-300 Dash 8 / 8Q  
**Duration:** 0 hours 53 minutes  
**FF Number:** ██████████  
**Remarks:** Turbo propeller plane used on this flight  
 Aisle seat 03d has been assigned

**Booking Code:** P  
**Stops:** Non-stop  
**Seat:** Assigned At Check In  
**Meal:** None

[Weather](#) • [Flight Status \(up to 3 days prior\)](#) • [Dining Reservations](#)

**AIR CANADA - Wednesday, December 12**

**Details**

**Departs:** Calgary  
**Details:** CONFIRMATION NGTQ8M

**Dec 12-13, 2012 Board Meetings  
 Calgary/Edmonton Return Airfare  
 Miscellaneous: Seat Selection  
 Processing Fee**

**Invoice Details**

Transaction / Document	Base	Tax	Total
Misc. (ACSEAT)	36.00		36.00
Form of Payment: ██████████			
Air Canada / 014 2114724232	222.00	64.96	286.96
Form of Payment: ██████████			
Processing Fee	29.00		29.00
Form of Payment: ██████████			
<b>Totals:</b>	<b>287.00</b>	<b>64.96</b>	<b>CAD 351.96</b>

**Total Charged to Credit Card:** CAD 351.96  
**Balance Due:** CAD 0.00

**Fare Rules**

• Air Canada ticket is non refundable. Changes are permitted for 75.00CAD per direction plus any fare difference or 150.00CAD at airport. Aeroplan members receive 25 percent of non status miles. Upgrade certificates are not permitted. Missing your flight without cancellation may result in the forfeiture of the value of your airline ticket. Name changes not permitted.

**Baggage Fees & Allowances**

Baggage charges may apply. Baggage allowance, specific size and weight restrictions vary between airlines. Please visit the airline's website or contact the airline directly for details.

- [Air Canada](#) or call 1-888-247-2262

**Important Information**

- Please check in at least 1 hour prior to departure. Late checkin may result in loss of seat/reservation. Check in cut off time varies per carrier. Confirm with your carrier to avoid denied boarding.
- Government issued picture ID is required or two pieces Government issued ID which show name date of birth and gender. This now includes passengers who appear to be between 12 and 17 years of age.
- ---AIRPORT SECURITY REVISIONS--- Passengers may carry travel sized toiletries or liquids 3 oz or less through security check points. They must fit in one quart sized, clear plastic zip-top bag. Visit [www.tsa.gov](http://www.tsa.gov) for detailed information.
- **24 hour emergency service in Canada and USA call toll-Free 1-855-817-8277 or collect 647-724-8277. Please note some cell phone providers do not allow for 1-800 calls in some areas. We recommend using landline in these situations or call collect. Your UNIGLOBE rescue line access code is 62XC. Or you can email at [callme@tass247.com](mailto:callme@tass247.com) please mention your rescue line access code is 62XC**
- Your reservation number with Air Canada is ngtq8m Air Canada contact phone number is 1-888-247-2262.
- Air Canada will notify you of last minute flight changes if you register your flights up to 30 days prior to departure. For more information visit [www.aircanada.com/en/travelInfo/traveller/mobile/notification.html](http://www.aircanada.com/en/travelInfo/traveller/mobile/notification.html)
- Baggage charges may apply. For more info please visit the airlines website to see the exact charges. Baggage allowance-Specific size/weight restrictions vary between airlines. Excess charges may apply if exceeded.
- Air Canada freq. flyer nbr 111194510 appended
- This is an electronic ticket valid only on issuing airline.
- View your itinerary at [www.virtuallythere.com](http://www.virtuallythere.com) use your last name and trip locator YCAIAO

Invoice No: 198714



Airline Conditions of Contract & Other Important Notices [Click Here](#)

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## UNIGLOBE Beacon Travel

UNIGLOBE Beacon Travel  
 Suite 200, 1324 17th Avenue SW  
 Calgary, Alberta T2T 5S8  
 Phone: (403) 536-6860  
 Fax: (403) 228-3817  
 Toll Free: 1-877-596-6860  
[paul@uniglobebeacon.com](mailto:paul@uniglobebeacon.com)  
 Direct Line: 403-536-6871

<b>Passenger(s):</b>	Smith/Eldon R	<b>Agent:</b>	Paul Ammerlaan
<b>Invoice No.:</b>	198716	<b>File No.:</b>	OVXCLL
<b>Date:</b>	Thursday, November 22, 2012	<b>Customer:</b>	CUCCHR001F
<b>Billing:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6	<b>Deliver:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6

- UPDATED ITINERARY AFTER CANCELLATION CAR
- [Click here to forward itinerary to Triplt, Worldmate, Tripcase or Blackberry Travel.](#)



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[Click here](#) to reserve your parking and take advantage of exclusive rates and offers with Park2Go and UNIGLOBE Beacon Travel - use coupon #10163 to receive a 20% discount

The Total Carbon Emissions for your flight/s are 56.24kgs and it would cost \$2.53 to offset them. Please visit our [website](#) for more details.

### FLIGHT - Monday, 26 November 2012

	<b>Air Canada Flight AC8138 Economy Class</b> Operated By Air Canada Express - Jazz Check In With AIR CANADA EXPRESS - JAZZ	<b>Check In Confirmation:</b> <b>NHBZVZ</b> (*24 Hours Prior)	
<b>Depart:</b>	10:00, Monday, November 26 Calgary Intl. Airport Calgary, Alberta, Canada	<b>Arrive:</b>	10:48, Monday, November 26 Edmonton Intl. Airport Edmonton, Alberta, Canada
<b>Status:</b>	Confirmed	<b>Booking Code:</b>	H
<b>Equipment:</b>	Canadair Regional Jet	<b>Stops:</b>	Non-stop
<b>Duration:</b>	0 hours 48 minutes	<b>Seat:</b>	Assigned At Check In
<b>FF Number:</b>	[REDACTED]	<b>Meal:</b>	None
<b>Remarks:</b>	Aisle seat 06d has been assigned		
<a href="#">Weather</a> • <a href="#">Flight Status (up to 3 days prior)</a> • <a href="#">Dining Reservations</a>			

### FLIGHT - Monday, 26 November 2012

	<b>Air Canada Flight AC8163 Economy Class</b> Operated By Air Canada Express - Jazz Check In With AIR CANADA EXPRESS - JAZZ	<b>Check In Confirmation:</b> <b>NHBZVZ</b> (*24 Hours Prior)	
<b>Depart:</b>	20:30, Monday, November 26 Edmonton Intl. Airport Edmonton, Alberta, Canada	<b>Arrive:</b>	21:22, Monday, November 26 Calgary Intl. Airport Calgary, Alberta, Canada
<b>Status:</b>	Confirmed	<b>Booking Code:</b>	G
<b>Equipment:</b>	De Havilland DHC-8-300 Dash 8 / 8Q	<b>Stops:</b>	Non-stop



Duration: 0 hours 52 minutes      Seat: Assigned At Check In  
 FF Number: [REDACTED]      Meal: None  
 Remarks: Turbo propeller plane used on this flight  
 Aisle seat 04d has been assigned

[Weather](#) • [Flight Status \(up to 3 days prior\)](#) • [Dining Reservations](#)

**AIR CANADA - Monday, November 26**

**Details**  
 Departs: Calgary  
 Details: CONFIRMATION NHBVZ

**Nov 26, 2012 Whitecourt Town Council  
 Calgary/Edmonton Return Airfare  
 Miscellaneous (Seat Selection - one way)  
 Processing Fee**

**Invoice Details**

Transaction / Document	Base	Tax	Total
Misc. (ACSEAT)	18.00		18.00
Form of Payment: CA [REDACTED]			
Air Canada / 014 2114724826	418.00	64.96	482.96
Form of Payment: CA [REDACTED]			
Processing Fee	29.00		29.00
Form of Payment: CA [REDACTED]			
<b>Totals:</b>	<b>465.00</b>	<b>64.96</b>	<b>CAD 529.96</b>
<b>Total Charged to Credit Card:</b>			<b>CAD 529.96</b>
<b>Balance Due:</b>			<b>CAD 0.00</b>

**Fare Rules**

- The fare restrictions from Calgary to Edmonton are.. Air Canada ticket is non refundable. Changes are permitted for 75.00CAD per direction plus any fare difference or 150.00CAD at airport. Aeroplan members receive 25 percent of non status miles. Upgrade certificates are not permitted. Missing your flight without cancellation may result in the forfeiture of the value of your airline ticket. Name changes not permitted.
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**Baggage Fees & Allowances**

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- [Air Canada](#) or call 1-888-247-2262

**Important Information**

- Please check in at least 1 hour prior to departure. Late checkin may result in loss of seat/reservation. Check in cut off time varies per carrier. Confirm with your carrier to avoid denied boarding.
- Government issued picture ID is required or two pieces Government issued ID which show name date of birth and gender. This now includes passengers who appear to be between 12 and 17 years of age.
- —AIRPORT SECURITY REVISIONS— Passengers may carry travel sized toiletries or liquids 3 oz or less through security check points. They must fit in one quart sized, clear plastic zip-top bag. Visit [www.tsa.Gov](http://www.tsa.Gov) for detailed information.
- 24 hour emergency service in Canada and USA call toll-free 1-855-817-8277 or collect 647-724-8277. Please note some cell phone providers do not allow for 1-800 calls in some areas. We recommend using landline in these situations or call collect. Your UNIGLOBE rescue line access code is 62XC. Or you can email at [callme@tass247.Com](mailto:callme@tass247.Com) please mention your rescue line access code is 62XC
- Your reservation number with Air Canada is nhbvz Air Canada contact phone number is 1-888-247-2262.
- Air Canada will notify you of last minute flight changes if you register your flights up to 30 days prior to departure. For more information visit [www.aircanada.Com/en/travelinfo/traveller/mobile/notification.html](http://www.aircanada.Com/en/travelinfo/traveller/mobile/notification.html)
- Baggage charges may apply. For more info please visit the airlines website to see the exact charges. Baggage allowance-Specific size/weight restrictions vary between airlines. Excess charges may apply if exceeded.
- Air Canada freq. flyer nbr 111194510 appended
- This is an electronic ticket valid only on issuing airline.
- View your itinerary at [www.virtuallythere.Com](http://www.virtuallythere.Com) use your last name and trip locator OVXCLL

As a valued employee of our corporate client, please click here to view your exclusive leisure travel benefits.



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**UNIGLOBE**  
Beacon Travel

UNIGLOBE Beacon Travel  
Suite 200, 1324 17th Avenue SW  
Calgary, Alberta T2T 5S8  
Phone: (403) 536-6860  
Fax: (403) 228-3817  
Toll Free: 1-877-596-6860  
[paul@uniglobebeacon.com](mailto:paul@uniglobebeacon.com)  
Direct Line: 403-536-6871

<b>Passenger(s):</b>	Johnson/Donald W	<b>Agent:</b>	Paul Ammerlaan
<b>Invoice No.:</b>	200865	<b>File No.:</b>	FOIPGW
<b>Date:</b>	Wednesday, November 28, 2012	<b>Customer:</b>	CUCCHR001F
<b>Billing:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6	<b>Deliver:</b>	ALBERTA HEALTH SERVICES 3961 106 AVE SE CALGARY, AB T2C 5B6

• **\*\* OUR 24 HOUR EMERGENCY PHONE NUMBER HAS CHANGED \*\***  
PLEASE MAKE NOTE OF THE NEW TOLL-FREE NUMBER: **1-855-817-8277** OR COLLECT: **647-724-8277**

• [Click here to forward itinerary to Triplt, Worldmate, Tripcase or Blackberry Travel.](#)



[Add your itinerary to your calendar \(ICS\)](#) (for use with PC and MAC and accessible via website and mobile device)



[Add your itinerary to your calendar \(with Infuzer\)](#)

• Use mileBlaster to consolidate all your frequent flyer and loyalty programs [Click Here](#)



[Click here](#) to reserve your parking and take advantage of exclusive rates and offers with Park2Go and UNIGLOBE Beacon Travel - use coupon #10163 to receive a 20% discount

The Total Carbon Emissions for your flight/s are 56.24kgs and it would cost \$2.53 to offset them. Please visit our [website](#) for more details.

#### HOTEL - Tuesday, 11 December 2012



Best Western Premier Freeport

Check In Confirmation:  
**865458843**

<b>Check In:</b>	Tuesday, December 11	<b>Check Out:</b>	Wednesday, December 12
<b>Address:</b>	86 Freeport Blvd NE Calgary AB T3J 5J9		
<b>Phone:</b>	1-403-264-9650		
<b>Rate:</b>	CAD152.99 plus taxes and/or additional fees		

<b>Status:</b>	Confirmed	<b>No. of Rooms:</b>	1
<b>No. of Nights:</b>	1	<b>Room Type:</b>	Deluxe 2 queen beds
<b>Cancel Policy:</b>	4PM day of arrival	<b>Guaranteed for late arrival:</b>	Yes
<b>FF Number:</b>		<b>Additional Info:</b>	Nonsmoking
<b>Remarks:</b>	Valid credit card in the name of the guest is required		

• [Weather](#) • [Dining Reservations](#)

#### FLIGHT - Wednesday, 12 December 2012



Air Canada Flight AC8132 Economy Class  
Operated By Air Canada Express - Jazz  
Check In With AIR CANADA EXPRESS - JAZZ

Check In Confirmation:  
**MF3WGA** (\*24 Hours Prior)



**Depart:** 07:30, Wednesday, December 12  
Calgary Intl. Airport  
Calgary, Alberta, Canada

**Arrive:** 08:29, Wednesday, December 12  
Edmonton Intl. Airport  
Edmonton, Alberta, Canada

**Status:** Confirmed  
**Equipment:** De Havilland DHC-8-300 Dash 8 / 8Q  
**Duration:** 0 hours 59 minutes  
**FF Number:** [REDACTED]  
**Remarks:** Turbo propeller plane used on this flight  
Window seat 05a has been assigned

**Booking Code:** P  
**Stops:** Non-stop  
**Seat:** Assigned At Check In  
**Meal:** None

• [Weather](#) • [Flight Status \(up to 3 days prior\)](#) • [Dining Reservations](#)

**FLIGHT - Thursday, 13 December 2012**



**Air Canada Flight AC8147 Economy Class**  
Operated By Air Canada Express - Jazz  
**Check In With AIR CANADA EXPRESS - JAZZ**

**Check In Confirmation:**  
**MF3WGA** (\*24 Hours Prior)

**Depart:** 14:00, Thursday, December 13  
Edmonton Intl. Airport  
Edmonton, Alberta, Canada

**Arrive:** 14:53, Thursday, December 13  
Calgary Intl. Airport  
Calgary, Alberta, Canada

**Status:** Confirmed  
**Equipment:** De Havilland DHC-8-300 Dash 8 / 8Q  
**Duration:** 0 hours 53 minutes  
**FF Number:** [REDACTED]  
**Remarks:** Window seat 05a has been assigned  
Turbo propeller plane used on this flight

**Booking Code:** G  
**Stops:** Non-stop  
**Seat:** Assigned At Check In  
**Meal:** None

• [Weather](#) • [Flight Status \(up to 3 days prior\)](#) • [Dining Reservations](#)

**AIR CANADA - Wednesday, December 12**

**Details**

**Departs:** Calgary  
**Details:** CONFIRMATION MF3WGA

**Dec 12-13, 2012 Board Meetings**  
**Calgary/Edmonton Return Airfare**  
**Miscellaneous: Exchanged Ticket**  
**Processing Fee**

**Invoice Details**

Transaction / Document	Base	Tax	GST/HST	Total
Miscellaneous () / 014 2115003124 Exchanged Ticket / 0142111819020		5.00	14.10	19.10
Misc. (DACWEB)	Form of Payment: CA [REDACTED] 150.00			150.00
Processing Fee	Form of Payment: CA [REDACTED] 29.00			29.00
<b>Totals:</b>	<b>179.00</b>	<b>5.00</b>	<b>14.10</b>	<b>CAD 198.10</b>
			<b>Total Charged to Credit Card:</b>	<b>CAD 198.10</b>
			<b>Balance Due:</b>	<b>CAD 0.00</b>

**Fare Rules**

• Air Canada ticket is non refundable. Changes are permitted for 75.00CAD per direction plus any fare difference or 150.00CAD at airport. Aeroplan members receive 25 percent of non status miles. Upgrade certificates are not permitted. Missing your flight without cancellation may result in the forfeiture of the value of your airline ticket. Name changes not permitted.

**Baggage Fees & Allowances**

Baggage charges may apply. Baggage allowance, specific size and weight restrictions vary between airlines. Please visit the airline's website or contact the airline directly for details.

• [Air Canada](#) or call 1-888-247-2262



10560 - 107 Street  
 Edmonton, AB T5H 2Y6  
 www.rivercityevents.ca  
 780-424-6001 phone  
 780-424-6043 fax

**Status: Open**

Contract #: 21265

Event Beg: Tue 12/11/2012 9:00AM

Event End: Fri 12/14/2012 5:30PM

Operator: Roseanna Raymond-Leblanc

Customer# 6571  
 Alberta Health Services - Board 403 943-1122  
 10101 South Port Road S.W.  
 Calgary, AB T2W 3N2

Contract Info: Board of Director's Events

Ordered By: Lou Decoste

Salesman: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

**DELIVERY AND PICKUP**

Delivery Date: Tue 12/11/12 9 AM - 12 PM

Pickup Date: Fri 12/14/12 8:30 AM - 12 PM

Location: Robbins Pavillion

Address: 111 Avenue & 102 Street ; Edmonton, Ab.

Please deliver to and pick up from the foyer of the Robbins Pavillion, Ground Level Robbins Learning Centre.

Please contact when on-site Denise McAsey [REDACTED]

Contact: Lou Decoste

Phone: [REDACTED]

Email : lou.decoste@albertahealthservices.ca

Event Date: December 12 - 13, 2012

Rental Period: December 11 - 14, 2012

Please return signed copy to confirm  
 Valid credit card to be provided for payment

100% Cancellation Policy In Effect  
 48 Hour Adjustment Policy In Effect  
 Cleaning policy in Effect

**Event: Dec 12 & 13, 2012 Board Meetings**  
**Rentals: tables, table skirtings, chairs,**  
**projection screen and delivery/pickup**

Delivered by Harish 9:30am - 10:05am

Qty	Key	Items Rented	Retail Each	Disc%	Each	Price
4	150-0020	TABLE 6' ROUND	\$18.00	10%	\$16.20	\$64.80
32	120-0050	CHAIR PADDED BLUE	\$4.50	10%	\$4.05	\$129.60
4	710-0045	120" RND WHITE POLY	\$16.50	10%	\$14.85	\$59.40
12	705-0270	T CLOTH 52" x 114" WHITE	\$6.50	10%	\$5.85	\$70.20
8	575-0050	PREMIER WHITE TABLE SKIRTING	\$15.00	10%	\$13.50	\$108.00
120	575-0440	CLIP SKIRT 3/4" VELCRO	\$0.00	10%	\$0.00	\$0.00
120	575-0447	CLIP SKIRT 1" - 2" VELCRO	\$0.00	10%	\$0.00	\$0.00
1	620-0130	PROJECTION SCREEN 70" X 70"	\$54.00	10%	\$54.00	\$54.00

Qty	Key	Items Sold	Disc%	Each	Price
1	18050-0001	DELIVERY CHARGE		\$35.00	\$35.00
1	18050-0002	PICKUP CHARGE		\$35.00	\$35.00
1	130-0250	PACKING INFORMATION		\$0.00	\$0.00

Packed by Dulce, Checked by Lisa 2 BT

**It's a beautiful day at River City Events!**

Payments made on this contract:

Rental/Sale Paid \$594.88 on 08-Dec-2012 12:29 pm Credit Card M/C [REDACTED] Auth:142740

Total Paid \$594.88



**RENTAL CONTRACT**

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 72 hours of the scheduled "time and date out"

I certify that I have read and agree to all terms of this contract

**SIGNATURE:**

\_\_\_\_\_  
 Alberta Health Services - Board

Rental w/ 10% Disc:	\$486.00
Damage Waiver:	\$38.88
Sales:	\$0.00
Delivery Charge:	\$70.00
Misc. Charges:	\$0.00
<b>Subtotal:</b>	<b>\$594.88</b>
<b>GST:</b>	<b>\$0.00</b>
<b>TOTAL:</b>	<b>\$594.88</b>
<b>PAID:</b>	<b>\$594.88</b>
<b>AMOUNT DUE:</b>	<b>\$0.00</b>

**Olly Fresco's Inc.**

unit 120 - 10301 Southport Lane sw  
 Open Monday - Friday 6:45-4:00  
 Calgary, Alberta T2W 1S7  
 Canada

**INVOICE**

Invoice No.: 488  
 Date: 13 Aug, 12  
 Page: 1

Sold to:

AHS - Lynne Nicholas

Ship to:

AHS - Lynne Nicholas  
 Paula Finnson  
 @ 2:15  
 ppl:4  
 Room: 3106

Business No.: 82864 3890 RT0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
C	Each	10	coffee		1.25	12.50
T	Each	2	tea		1.25	2.50
W	Each	4	water		1.75	7.00
Subtotal:						22.00

**August 13, 2012 (14:30-1630)**  
**Event: Governance Retreat Steering**  
**Committee - Workng Session**  
**Expense: Catering (10)**

OLLY FRESCO'S  
 #120 10301 SOUTHPO T2W1S7  
 CALGARY AB  
 21687590

|||| PURCHASE ||||  
 12-12-2012 13:44:46  
 Acct # M  
 Exp Date Card Type MC  
 Name:

Trace # 210001  
 FS2168759001  
 Inv. # 12306 CVD Resp  
 Auth # 154446 RRN 001219002

Total \$22.00

X \_\_\_\_\_  
 Signature  
 I agree to pay above total  
 amount according to the  
 card issuer agreement.

Retain this copy for your  
 records  
 Merchant copy

Comment: Accepted Payment Methods: Visa, Master Card, Debit or Cash

Total Amount 22.00





10251 - 106th STREET  
 EDMONTON, ALBERTA T5J 1H5  
 PHONE (780) 424-5081  
 FAX (780) 424-0309

**INVOICE #** ✓ 044805

WORK ORDER # 221073  
 DATE 12/13/12  
 SHIP ON 12/12/12 8.30A  
 SHIP VIA CINE'S TRUCK  
 USE DATES DEC 12/12  
 RETURN ON 12/12/12 2.30P  
 RETURN VIA CINE'S TRUCK  
 CONTACT LOU DECOSTE  
 PHONE [REDACTED]  
 FAX [REDACTED]  
 BOOKED BY KEN KIRSCH

SOLD TO:  
 ALBERTA HEALTH SERVICES

PO BOX 1600  
 EDMONTON AB  
 T5J 2N9  
 Attn. LOU DECOSTE

GST # 100970769RT

QTY.	C	DAYS	ITEM	DESCRIPTION	PRICE	TOTAL
2	R	1	SPMA	MACKIE SRM-450 POWERED SPEAKER	35.00	70.00
1	R	1	MX14	14 CHANNEL MACKIE MIXER	40.00	40.00
1	R	1	MISX	SHURE SLX UHF WIRELESS HAND MIC	75.00	75.00
4	R	1	M158	SHURE SM58 HANDHELD MIC (WIRED)	15.00	60.00
5	R	1	MITA	TABLE TOP MIC STAND W/CLIP	7.50	37.50
			0000	SUBTOTAL:		282.50
			0000			
4	L		0000	SETUP: 2 TECHS	50.00	200.00
2	L		0000	OPERATE: 1 AUDIO TECH	50.00	100.00
3	L		0000	TEARDOWN:	50.00	150.00
			0000	SUBTOTAL:		450.00
			0000			
			0000	1 mic per table except for Pres &		
			0000	CEO table - 2 mics.		
			0000	please provide Lou tech contact		
			0000	info by Dec 4th.		

Dec 12 - 13 Board Meetings  
 Audio rentals and Tech support,  
 set up and take down.  
 Meeting Expense

CINE AUDIO VISUAL SALES  
 10251-106 STREET  
 EDMONTON AB T5J1H5  
 7804235081

ACCOUNT NO. PURCHASE ORDER NO.

CAPO05

Term ID: 004

Ref #: 001

Sale

SHIP/DELIVER TO

ROYAL ALEX HOSPITAL

ROBBINS LEARNING CENTRE  
 FOYER

Order Name: AHS - ROBBINS

MASTERCARD

Entry Method: Manual

12/13/12

16:47:47

Inv #: 044805

Appr Code: 184819

Apprvd

BatchH: 000927

Total:

\$ 772.50

SIGNATURE

Customer Copy

RENTAL	282.50
SALES	
SUBTOTAL	282.50
LABOUR	450.00
DELIVERY P.U	40.00
MISC.	
SUBTOTAL	772.50
TAX	

**PAID**

WHITE - CUSTOMER CANARY - OFFICE PINK - PACKING SLIP

**PAY THIS AMOUNT** ▶ 772.50



ATTENTION: Lou De Cooke,  
 Here's the copy  
 of your credit card transaction.  
 pls. let me know  
 if there's anything else that  
 you need.

Take Care,  
 John Cabanas  
 \_\_\_\_\_

RAH CATERING REVENUE C  
 10240 KINGSWAY AVE T5K3V9  
 EDMONTON AB  
 22670463

|||| PURCHASE ||||  
 12-18-2012 12:36:39  
 Acct # [REDACTED] M  
 Exp Date [REDACTED] Card Type MC  
 Name:

|||| DUPLICATE ||||  
 Trace # 980008  
 FS2267046301  
 Inv. # 986 CVD Resp  
 Auth # 143640 RAN 001205009

Total \$1,559.53

Retain this copy for your records  
 Customer copy





# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012348 Description: AHS Board Meeting Guest Count: 24 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	9:00 am	11:00 am

MENU SELECTIONS			
Description	Qty	Price	Total
Starbucks coffee	20	1.60	32.00
Starbucks Coffee Decaf	10	1.60	16.00
Herbal Tea / Tazo Tea	5	1.75	8.75
RAH Fresh Fruit Tray 18-24	1	75.00	75.00
Healthy muffins	20	1.60	32.00
Bottled Water	11	2.00	22.00
Asst Bottled Juice	8	2.00	16.00
Total Meal Voucher	5	54.58	54.58
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges:	
	\$ 0.00

SPECIAL INSTRUCTIONS
Set up in the Classroom 1 on the left side as you walk in

BILLING – THIS IS NOT AN INVOICE	
Total Event Charges:	256.33
Subtotal:	0.00
Total:	256.33



# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012356 Description: AHS Board Meetings Guest Count: 3 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	9:00 am	11:30 am

MENU SELECTIONS			
Description	Qty	Price	Total
Bottled Water	3	2.00	6.00
RAH Fruit Cup	3	2.90	8.70
RAHHealthy muffins	6	1.60	9.60
Canned Juice	3	1.50	4.50
Premium Starbucks Coffee	10	1.60	16.00
Herbal Tea / Tazo Tea	3	1.75	5.25
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Classroom 3, Robbin's Learning Center

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	50.05
Subtotal:	0.00
Total:	50.05





# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste
Phone: [REDACTED] Fax: [REDACTED]
Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012,
Contract No.: 00012349
Description: AHS Board Meeting Luncheon
Guest Count: 32
Event Status: Booked
Contact Person: Lou DeCoste
Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	11:30 pm	1:00 pm

MENU SELECTIONS			
Description	Qty	Price	Total
*****Festive Meal*****	32	14.75	472.00
Dinner Roll			
RAH Garden Salad	32	0.00	0.00
Roast Turkey			
Stuffing			
Gravy Turkey			
Vegetables Mixed			
RAH Starbucks coffee	15	0.00	0.00
Punch Bulk Per Person	32	0.00	0.00
Starbucks Coffee Decaf	15	0.00	0.00
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Lunch to be buffet style- set up in the lobby area
China dishes- Borrow from the GRH
SS forks-35
SS knives-35
Festive napkins

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	472.00
Subtotal:	0.00
Total:	472.00



# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012357 Description: AHS Board Meetings Guest Count: 7 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	11:30 am	1:00 pm

MENU SELECTIONS			
Description	Qty	Price	Total
Premium Starbucks Coffee	10	1.60	16.00
Canned Pop	4	1.50	6.00
Bottled Water	3	2.00	6.00
Christmas squares & cookies	7	1.50	10.50
RAH Deli Sandwich- assorted	7	5.50	38.50
RAH Garden Salad ( large cup)	7	3.95	27.65
Tim Hortons Soup	7	3.25	22.75
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Set up in classroom 3 Soup from Tim's Horton's

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	127.40
Subtotal:	0.00
Total:	127.40





# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012358 Description: AHS Board Meeting Guest Count: 20 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	12:00 pm	3:00 pm

MENU SELECTIONS			
Description	Qty	Price	Total
Premium Starbucks Coffee	20	1.60	32.00
Bottled Water	10	2.00	20.00
Canned pop- more diet than regular	7	1.50	10.50
Diet Lipton Green Tea	2	1.50	3.00
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges:	
	\$ 0.00

SPECIAL INSTRUCTIONS
Classroom 1 To be set up while lunch is taking place

BILLING – THIS IS NOT AN INVOICE	
Total Event Charges:	65.50
Subtotal:	0.00
Total:	65.50



# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012351 Description: AHS Board Meeting Guest Count: 20 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	2:45 pm	4:30 pm

MENU SELECTIONS			
Description	Qty	Price	Total
Premium Starbucks Coffee	10	1.60	16.00
Starbucks Coffee Decaf	10	1.60	16.00
Bottled Water	5	2.00	10.00
RAH Cheese & Crackers Tray 12-18	1	71.82	71.82
RAH Fresh Fruit Tray 12-18	1	50.00	50.00
Festive treats	30	1.60	48.00
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Set up outside of Classroom 1 Robbin's

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	211.82
Subtotal:	0.00
Total:	211.82





# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Wednesday, December 12, 2012, Contract No.: 00012359 Description: AHS Board Meeting Guest Count: 35 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	3:00 pm	5:00 pm

MENU SELECTIONS			
Description	Qty	Price	Total
RAH Cheese & Crackers Tray 8-12	1	47.88	47.88
Premium Starbucks Coffee	10	1.60	16.00
Bottled Water	5	2.00	10.00
RAH Christmas squares & cookies	3	1.60	4.80
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Deliver to Classroom 3 Robbin's Learning Center

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	78.68
Subtotal:	0.00
Total:	78.68



# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Thursday, December 13, 2012, Contract No.: 00012352 Description: AHS Board Meeting Guest Count: 20 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	7:30 am	10:30 am

MENU SELECTIONS			
Description	Qty	Price	Total
Premium Starbucks Coffee	20	1.60	32.00
Starbucks Coffee Decaf	10	1.40	14.00
Herbal Tea / Tazo Tea	5	1.75	8.75
Bottled Juice	5	2.00	10.00
Bottled Water	10	2.00	20.00
RAH Healthy muffins	20	1.60	32.00
RAH Fresh Fruit Tray 18-24	1	75.00	75.00
Asst yogurts	20	1.60	32.00
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges:	
	\$ 0.00

SPECIAL INSTRUCTIONS
Set up in Classroom 1, Robbin's Learning Center

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	223.75
Subtotal:	0.00
Total:	223.75



# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Thursday, December 13, 2012, Contract No.: 00012360 Description: AHS Board Meetings Guest Count: 15 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	7:30 am	10:30 am

MENU SELECTIONS			
Description	Qty	Price	Total
Activia Yogurt	5	1.50	7.50
RAH Fresh Fruit Tray 8-12	1	25.00	25.00
RAH Healthy muffins	5	1.60	8.00
Bottled Water	5	2.00	10.00
Premium Starbucks Coffee	10	1.60	16.00
Canned Juice	5	1.50	7.50
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges: \$ 0.00	

SPECIAL INSTRUCTIONS
Set up classroom 3 Robbin's learning center

BILLING – THIS IS NOT AN INVOICE	
Total Event Charges:	74.00
Subtotal:	0.00
Total:	74.00





# RAH Retail Food Services Catering Catering Contract

CUSTOMER
Ms. Lou DeCoste Phone: [REDACTED] Fax: [REDACTED] Account Number: 01 71110300001

EVENT INFORMATION
Event Date: Thursday, December 13, 2012, Contract No.: 00012361 Description: AHS Board Meeting Guest Count: 12 Event Status: Booked Contact Person: Lou DeCoste Contact Phone: [REDACTED]

LOCATION AND TIMES			
Room	Setup Style	Start Time	End Time
RP Learning Center	Unclassified	11:15 am	1:00 pm

MENU SELECTIONS			
Description	Qty	Price	Total
ice Water Jug	6	0.00	0.00
Total Menu Selections:			\$ 0.00

OTHER CHARGES	
<i>ROOM CHARGES</i>	0.00
Total Other Charges:	
	\$ 0.00

SPECIAL INSTRUCTIONS
Set up Foyer in Robbin's learning center-glass set at each seat

BILLING - THIS IS NOT AN INVOICE	
Total Event Charges:	0.00
Subtotal:	0.00
Total:	0.00