

Official Administrator and Executive Expense Report

Name Catherine MacNeill
Title Corporate Secretary - Acting
Location Calgary
 Expenses submitted during the month of Feb 2015

Travel (1)										
Month-Year	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Feb-15	Expense Claim	Meetings		61	163	358	582			
Total			\$ -	\$ 61	\$ 163	\$ 358	\$ 582	\$ -	\$ -	\$ -

Total for the Month \$ 582

Maximum daily single meal expense claimed in the month \$ 40
 Maximum daily base hotel rate claimed in the month \$ 145
 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

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
MACNEILL, CATHERINE	Corporate Secretary-Acting	Calgary	581.99								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
2/25/2015	Parking at Hotel	AB - Other Zones	Parking	30.45			Payment for regular parking at Westin being claimed. Actually used Valet parking which is \$10 extra.	1			
2/26/2015	Parking at Meetings	AB - Other	Parking	25.00				1			
2/25/2015	Driving to and from Edmonton meetings		Mileage	303.00	Calgary	Edm		1			600
2/26/2015	Breakfast and lunch while attending meetings		Meals Per Diem	20.75				1			
2/25/2015	Hotel in Edmonton	AB - Other	Accommodations	162.79				1			
2/25/2015	Committee Meetings in Edmonton	AB - Other Zones	Meals - Dinner	40.00				1	1	Catherine MacNeill	
Approver(s) for the claim		Approval Status		Approval Date							
WALJI-SHIVJI, SALIMAH		Approve		13-Apr-15							

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

Catherine Macneill

Page Number :
 Guest Number:
 Folio ID :
 No. Of Guest:
 Room Number :
 Room Rate : 145.00
 Club Account:

Invoice Nbr:
 Arrive Date: 25-FEB-15 19:04
 Depart Date: 26-FEB-15 08:29

Email: LOU.DECOSTE@ALBERTAHEALTH SERVICES.CA

Tax Invoice

Tax ID: 815461330RT0001
 The Westin Edmonton 26-FEB-15 08:29

Date	Reference	Description	Charges	Credits
25-FEB-15		In Room Dining	42.43	
25-FEB-15		Room Charge	145.00	
25-FEB-15		GST	7.47	
25-FEB-15		DMF	4.35	
25-FEB-15		Tourism Levy	5.97	
25-FEB-15		Parking Valet	39.00	
25-FEB-15		GST	1.95	
26-FEB-15		Mastercard		-246.17
		** Total	246.17	-246.17
		*** Balance	0.00	

42.43 } meal
 162.79
 40.95 - 10.50 = 30.45

246.17
 - 40.95
 - 42.43

 162.79

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THE WESTIN EDMONTON
In Room Dining
GST# 861336493RT0005



1564 GST

1

25FEB'15 8:49PM

1 Cal Cobb	21.00
1 Starter Fries	6.00
FOOD	27.00
R/S DEL CHG	4.00
15% Auto Grat	4.65
Tax	1.78
Total Due	\$37.43

Gratuity: 5.00

Total: 42.43

Room # _____

Name Print _____

Signature _____

claiming only \$40.00

RECEIPT
IMPARK LOT 256
NO IN AND OUT PRIVILEGES

License Plate Number



Expiration Date/Time

06:00 PM
FEB 26, 2015

Purchase Date/Time: 08:55am Feb 26, 2015
Total Parking: \$23.81
Total gst: \$1.19
Total Due: \$25.00 Rate: \$25 - Early Bird
Total Paid: \$26.00 Payment Type: Card
Ticket # _____
S/N #: 5000245104
Setting: Lot 256
Mach Name: Meter 1

Card _____ MasterCard

GST #887315638RT0001