

AHS Board and Executive Expense Report

Name: Heidi Overguard
Title: AHS Board Member
Location: Sundre

Expenses approved during the month of April 2021

			Travel (1)							
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Apr-21	P-Card	Meetings					-	(213)		
	Expense Claim	Meetings					-			
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ -	\$ -	\$ -	\$ (213)	\$ -	\$ -

**Total for
the Month** \$ (213)

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

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

AHS Executive Expenses Report P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
OVERGUARD, HEIDI	AHS Board Member	Sundre	\$ (213.19)								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/1/2021	Refund: Board member registration for RhPAP prior to COVID	ON	Conference Fees	\$ (213.19)			Refund for Items charged to Executive Assistant's September2020 P-Card on behalf of Heidi Overguard - Conference has been cancelled due to COVID	1			
Approver(s) for the claim	Approval Status	Approval Date									
YIU, VERNA	Approve	21-Apr-21									

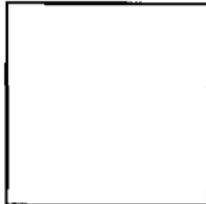
Refund summary

Order # [REDACTED]



RhPAP Rural Community Health Provider Attraction & Retention Conference

- Board Member

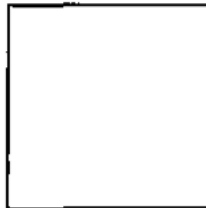


May 25, 2021 11:30 AM - May 27, 2021 12:30 PM

\$213.19

Refund issued

Note from organizer



Here is your full refund for the RhPAP "Put on Your Perspectacles: Looking through the rural lens" Conference that was scheduled for May 25 – 27, 2021 and is now cancelled. Don't forget to save the dates of October 4-6 for the 2022 conference! Until then, stay safe and healthy.

Questions?

Contact the event host for any questions about the refund or the event.