

## AHS Board and Executive Expense Report

**Name:** Heidi Overguard  
**Title:** AHS Board Member  
**Location:** Sundre  
 Expenses approved during the month of June 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)
Jun-21	P-Card	Meetings					-	544		
	Expense Claim	Meetings					-			
	Direct Bill	Meetings					-			
<b>Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 544	\$ -	\$ -

**Total for  
the Month**     \$        544

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	\$ 543.87								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/15/2021	ICD Deferment Fee for Heidi Overguard	ON	Courses and Professional Development	\$ 262.50			Items charged to Executive Assistant's May 2021 P-Card on behalf of Heidi Overguard	1			
5/14/2021	2021 ICD National Conference Webinar: Next Level Governance for Heidi Overguard	ON	Courses and Professional Development	\$ 281.37			Items charged to Executive Assistant's May 2021 P-Card on behalf of Heidi Overguard	1			
Approver(s) for the claim	Approval Status	Approval Date									
YIU, VERNA	Approve	11-Jun-21									



Institute of Corporate Directors  
Institut des administrateurs de sociétés

# RECEIPT

2701-250 Yonge Street  
Toronto, ON M5B 2L7

Invoice No. [REDACTED]

Sold To: Ms Heidi Overguard  
Board Member  
Alberta Health Services  
[REDACTED]

Ship To: Ms Heidi Overguard  
[REDACTED]

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date	Shipping Method	
[REDACTED]		4/14/2021	[REDACTED]	Upon Receipt	4/14/2021		
Qty Ordered	Qty Shipped	Back-Ordered	Item Code Description	Unit Price	Extended Price		
1	1		CANCEL Deferment Fees [REDACTED]	250.00	250.00		
Line Item Total	Freight	Handling	Restocking/ Cancellation Fee	Tax	Subtotal	Amount Received	Amount Due
250.00				12.50	262.50	262.50	
Payment Source: MC [REDACTED]							

Institute of Corporate Directors  
2701-250 Yonge Street, Toronto, ON M5B 2L7

Order Number

Order Date  
5/13/2021

Bill To  
Ms Heidi Overguard

Payment Method  
Master Card

Item

2021 ICD National Conference: Next Level Governance

**When:** 6/3/2021 10:00 AM - 6/3/2021 5:30 PM

**Where:**

Webinar

250 Yonge St.

Suite 2700

Toronto, ON M5B2L7 Canada

**Registration Option:** Conference - Webinar

6/3/2021 9:00 AM

Item Total

249.00

Tax

32.37

TRANSACTION GRAND TOTAL

281.37

Payment Amount

281.37