

AHS Board and Executive Expense Report

Name: Penny Rae
Title: Chief Information Officer
Location: Calgary
 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			136		136			
Apr-21	Expense Claim	Meetings				313	313			
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ 136	\$ 313	\$ 450	\$ -	\$ -	\$ -

**Total for
the Month** \$ 450

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 122
 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								
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 136.42								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/17/2021	Return trip to Edmonton for meeting with Sean Chilton, VP.	AB - Local	Accommodations	\$ 136.42				1			
Approver(s) for the claim	Approval Status	Approval Date									
CHILTON, SEAN A	Approve	30-Mar-21									



Penelope Rae

INFORMATION INVOICE

Room No. : [REDACTED]
Arrival : 03-17-21
Departure : 03-18-21
Page No. : 1 of 1
Folio No. :
Conf. No. :
Cashier No. : [REDACTED]
Custom Ref. :

Company Name :
Group Name :
Guest Name :

Table with 4 columns: Date, Description, Charges, Credits. Rows include Room Revenue, Destination Marketing Fee, Room GST, Tourism Levy, Mastercard, Total Charges, Total Credits, and Balance.



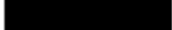
Table with 4 columns: Merchant ID, Transaction ID, Approval Code, Approval Amount, Credit Card #, Credit Card Expiry, Capture Method, Transaction Amount.

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.





Penelope Rae

INFORMATION INVOICE

Room No. : 
 Arrival : 03-17-21
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 Cashier No. : 
 Custom Ref. :

Company Name :
 Group Name :
 Guest Name :

Date	Description	Charges	Credits
03-17-21	Room Revenue	121.50	
03-17-21	Destination Marketing Fee	3.65	
03-17-21	Room GST	6.26	
03-17-21	Tourism Levy	5.01	
03-18-21	Mastercard XXXXXXXXXXXX1590 XX/XX		136.42
Total Charges		136.42	
Total Credits			136.42
Balance			0.00

Merchant ID		Credit Card #	XXXXXXXXXXXX 
Transaction ID		Credit Card Expiry	XX/XX
Approval Code		Capture Method	Manual
Approval Amount	136.42	Transaction Amount	136.42

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AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 313.10								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/17/2021	Return trip to Edmonton for meeting with Sean Chilton VP.		Mileage-Local-Home Zone	\$ 313.10	Home	Hotel in Edmonton		2			620
Approver(s) for the claim	Approval Status	Approval Date									
CHILTON, SEAN A	Approve	30-Mar-21									