

Recovery Alberta Board and Executive Expense Report

Name: Sarah Bisbee
Title: General Counsel
Location: Calgary

Expenses posted during the month of February 2026

			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)
	P-Card	Meetings					-			
Feb-26	Expense Claim	Meetings		71	451	43	566			
	Direct Bill	Meetings					-			
Total by category			\$ -	\$ 71	\$ 451	\$ 43	\$ 566	\$ -	\$ -	\$ -

Total posted for the Month \$ 566

Maximum daily single meal expense posted in the month \$ 24
Maximum daily base hotel rate posted in the month \$ 199
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 membership dues, small item technology purchases, books, etc.



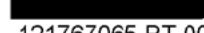
Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report


RA Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
BISBEE, SARAH	General Counsel	Calgary	\$ 565.52								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/23/2025	2025 Recovery Capital Conference in Calgary Sept 23-25, 2025	AB - Other Zones	Accommodations	\$ 451.04			Base room rate is below guideline limit	2			
9/24/2025	2025 Recovery Capital Conference in Calgary Sept 23-25, 2025	AB - Other Zones	Meals Per Diem	\$ 71.00				2			
9/25/2025	2025 Recovery Capital Conference in Calgary Sept 23-25, 2025	AB - Other Zones	Fuel-Travel and Car Rental	\$ 43.48				1			
Approver(s) for the claim	Approval Status	Approval Date									
BALES, KERRY	Approve	9-Feb-26									

INVOICE

Sarah Bisbee


Print Date 9/25/25
 Page No. 1 of 2
 Room No. 
 Arrival 09/23/25
 Departure 09/25/25
 Conf. No. 
 Folio No. 
 GST No. 121767065 RT 0001

Group Code 

Date	Description	Charges CAD	Credits CAD
09/23/25	Room Charge	199.00	
09/23/25	Room - DMF	5.97	
09/23/25	Tourism Levy	8.20	
09/23/25	Room - GST	10.25	
09/23/25	ECO Fees	2.00	
09/23/25	GST - ECO Fees	0.10	
09/24/25	Room Charge	199.00	
09/24/25	Room - DMF	5.97	
09/24/25	Tourism Levy	8.20	
09/24/25	Room - GST	10.25	
09/24/25	ECO Fees	2.00	
09/24/25	GST - ECO Fees	0.10	
09/25/25	Visa XXXXXXXXXXXX 		451.04

Total	451.04	451.04
Balance	0.00 CAD	

Net Amount	398.00	CAD
Room - GST	20.70	CAD
Tourism Levy	16.40	CAD
Room - DMF	11.94	CAD
ECO Fees	4.00	CAD
Total incl. vat	451.04	CAD

I agree to be personally liable should the indicated company or person fail to pay for any part of the total charges.

Guest Signature

WELCOME
SHELL CANADA
708 PARLORE RD W
EDMONTON AB T6Y 1B4
(780) 450 2334

REGULAR
PUMP NO. [REDACTED]
LITRES 17.17
PRICE/L \$1.60
TOTAL FUEL \$43.48

TOTAL SALE \$43.48
Interac \$43.48

FUEL INCLUDES
GST - Fuel - \$2.07
NO. 137400032R10001
TYPE: PURCHASE

Interac CHEQUING
XXXXXXXXXXXX [REDACTED]

AMT: \$ 43.48
DATE: 2025/09/25
TIME: 16:23:59
TERM: [REDACTED]
REF: [REDACTED]
AUTH: [REDACTED]

Interac
AID: [REDACTED]
TVR: [REDACTED]
TSI: [REDACTED]

VERIFIED BY PIN

00 APPROVED - THANK
YOU 001

INVOICE NUMBER:
[REDACTED]

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your records

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THANK YOU
QUESTIONS? Call 1-800-661-1600

STORE NO. 2006 TRAN: [REDACTED]
9/25/2025 4:23:36 PM