| Employee ID / Name / Laurel Evans | Comment |
|-----------------------------------|---------|
| Sheet ID | |
| 0000021523 | |
| Business Purpose | |
| NorQuest Corporate Visa card | |



| Date | Expense Type | Description | Account | Fund | DeptID | Location | Analysis | Project | Amount |
|------------|--------------|---|---------|------|--------|----------|----------|---------|---------|
| 2020/01/13 | MBRSHP | CPHR Alberta Membership | 6020 | 10 | 13100 | 999 | | | 278.25 |
| 2020/01/19 | MBRSHP | Alberta Education Health & Safety Association | 6020 | 10 | 13100 | 999 | | | 175.00 |
| 2020/01/20 | MBRSHP | Refund as we cancelled this membership | 6020 | 10 | 13100 | 999 | | | -175.00 |

| I certify that these expendit previously paid, and comply w | cures were incurred on college business, have not been with college policy. |
|---|---|
| Employee Signature | Date |
| Approved by | Date |
| Print Name | |

| Total Expenses: | 453.250 | CAD |
|----------------------|----------|-----|
| Less Vendor Credits: | -175.000 | |
| Less Cash Advance: | 0.000 | |
| Amount Due Employee: | 0.000 | |
| Amount Due Vendor: | 278.250 | |

Billing Information

Evans, Laurel

Order Number

INV-36419-K8Y7Z3 - 1/13/2020 ORD-87003-Y4H7D0 - 1/2/2020

Product List Price Your Price Qty Total Associate Renewal Dues \$265.00 \$265.00 1 \$265.00

Subtotal: \$265.00 Discount: \$0.00 Shipping: \$0.00 Tax: \$13.25

Order Total: \$278.25

Payment Number Date MethodCard/Cheque Number Applied Amount PMT-031754-USWR01/13/2020 Visa \$278.25

Total Payments: \$278.25

Order Balance: \$0.00

CPHR Alberta's Address:

Chartered Professionals in Human Resources of Alberta Association 105 – 12th Avenue SE Suite 990 Calgary AB, T2G 1A1

G.S.T. Registration #:

13483 0389 RT0001

Print Receipt

Alberta Education Health & Safety Association

Receipt

+1 403-500-2445 wanda.wilcox@cssd.ab.ca

Receipt number Invoice number Date paid Payment method

2067-5345 34B04F4-0003 January 19, 2020

VISA -

Paid by Kessie Stevens kessie.stevens@norquest.ca

C\$175.00 paid on January 19, 2020

| Description | Qty | Unit price | Amount |
|------------------------------------|-----|-------------|-----------|
| JAN 19, 2020 – JAN 19, 2021 | | | |
| Educational Institution Membership | 1 | C\$175.00 | C\$175.00 |
| | | Subtotal | C\$175.00 |
| | | Tax (0%) | C\$0.00 |
| | | Amount paid | C\$175.00 |