Employee ID / Name	Comment
/ Laurel Evans	
0000020703	
Business Purpose	
NorQuest Corporate Visa card	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/09/26	PDMEALS	PBCO Training	6900	10	13100	999			22.75

I certify that the information provided is an aby me. I certify that these expenditures were incurred	on college business, have not been
previously paid, and comply with college policy	October 22, 2019
Employee Signature	Date
Celanoett	Oet 22/19
Approved by	Date
Jodi Abbott	
Print Name	

Total Expenses:	22.750	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	22.750	

ZUPPA CAFE 9843 110 ST NW EDMONTON A

CARD

CARD TYPE

VISA

DATE

2019/09/26

DATE

0300 12:13:24

TIME 0300 RECEIPT NUMBER

C84018375-001-001-996-0

**PURCHASE** 

AMOUNT

\$20.75

TIP

\$2.00

TOTAL

\$22.75

V Credit A0000000031010 51BD41CD3C2D1067 008 u u u - E800

EB3F9830

3000-F800

# **APPROVED**

AUTH# 086844

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS

Employee ID / Name / Laurel Evans	Comment 1.Conference/Training
Sheet ID	2. Recognition on behalf of Board Chair
0000021160	for President
Business Purpose	101 Transcere
NorQuest Corporate Visa card	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/10/28	PDMEALS	Lunch, Harassment Investigation Level 1	6900	10	13100	999			16.31
2019/10/30	PDMEALS	Dinner, Harassment Investigation Level 1	6900	10	13100	999			25.97 /
2019/11/04	PDCONF	Field Law Registration	6900	10	13100	999			236.25 /
2019/11/05	PDAIR	Airfare to Calgary for Negotiator Training, Module 4 of 5	6900	10	13100	999			355.16
2019/11/06	SUPPL	Recognition Gift	6609	10	13100	999			617.54
2019/11/19	PDCONF	Field Law Registration - Refund	6900	10	13100	999			-236.25
2019/11/20	PDMEALS	Lunch - Negotiator Training Calgary, Module 4 of 5	6900	10	13100	999			6.28 /

I certify that the information provided is an accurat by me.  I certify that these expenditures were incurred on co	
previously paid, and combly with college policy.	Dec. 2, 2019
Employee Signature	Date
Taylile	Dusig
Approved/by	Date
Norma Schneider	_
Acting President & CEO	

Total Expenses:	1257.510	CAD
Less Vendor Credits:	-236.250	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	1021.260	

Carla Madra Acting Board Chain

Approved Dec 23/19.



Sawridge Inn Edmonton Couth 4235 Gateway Bivd. T6J 5H2 Tel 780-433-1222 GSI # 804570

2

GST # 804570//อาคา ก่อ

Tb1 2/3 Chk 227 Gst 1 Oct30'19 11:29AM 1 POP 3.50 18.00 1 FISH&CHIPS Subtota1 21.50 21.50 GST 1.08 Amount Due 22.58 GRATUITY TOTAL GUEST ROOM # GUEST NAME (Please Print) Thank you for dining with us. Join us for Happy hour 4pm-7pm



TIM HORTONS DEPARTURES EDMONTON INTERNATIONAL AIRPORT

CHK 604	GST 1
NOV20'19 1:47PM	
TO GO	
1 SAND BISC SEC	3.79
1 XL HOT TE4 XL MILK MILK	2.19
SUBTOTAL TAX	5.98 0.30 28
VISA CC	6.28
Closed NOV20 01	: 40 - 11

WE WANT TO HEAR YOUR FEEDBACK!
PLEASE CONTACT 1-877-672-7467
OR CUSTOMERSERVICE@HMSHOST.COM
TO SHARE YOUR EXPERIENCE.

STOREID: YEGTHS02 GST #137512901 SAWRIDGE INN EDMONTON
SOUTH
4235 GATEWAY BLVD NW
EDMONTON AB

CARD CARD TYPE VISA DATE 2019/10/30 TIME 4461 12:36:00 CLERK ID INVOICE # 227 RECEIPT NUMBER C85045464-001-001-565-0 **PURCHASE** AMOUNT 72.58 TIP \$3.39 TOTAL

-----

Visa Credit A0000000031010 47F30B05A791398A 0080008000-E800 3AF4994976C37DDB 0080008000-F800

## **APPROVED**

AUTH# 052527 THANK YOU

01-027

VERIFIED BY PIN

MERCHANT COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

SAWRIDGE INN EDMONTON SOUTH

4235 GATEWAY BLVD NW

EDMONTON

AB /

CARD

CARD TYPE

VISA

DATE

2019/10/28

TIME

0657 13:25:30

CLERK ID

INVOICE #

200

RECEIPT NUMBER

C85045464-001-001-539-0

PURCHASE

AMOUNT

\$14.18

TIP

\$2.13

TOTAL

\$16.31

Visa Credit A0000000031010 3BC99E9B91A0434F 0080008000-E800 974E14DC93C263D9 0080008000-F800

# **APPROVED**

AUTH# 068887

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

Sawridge Inn Edmonton South 4235 Gateway Blvd. T6J 5H2 Tel 780-438-1222 GSI # 804570083RT0001

Tb1 3/2	Chk Oct28'19	209 12:40PM	Gst
1 POP 1 Tomato&G	rilledCh	3	3.50
Subtotal 13.50 Amount Du GRATUITY_	ie	13 0 14.1	.50 .68 .8
TOTAL			_
GUEST ROOM			
GUEST NAME (Please Pr Thank you Join us fo	int)	ng with us. nour 4pm-7pm	-

### **Diane Preston**

From:	Laurel Evans
Sent:	Monday, November 4, 2019 3:51 PM
To:	Diane Preston
Subject:	FW: Order Confirmation for 2019 Field Law Post-Secondary Summit
Warm Regards,	
Laurel D. Evans Vice President People NorQuest College	
From: Eventbrite <orders@event Sent: Monday, November 4, 2019 To: Laurel Evans <laurel.evans@ Subject: Order Confirmation for 2</laurel.evans@ </orders@event 	9 3:05 PM
	33 10. 0 - 31.
	Laurel,
	you're good to go
	you're good to go
	Get the app
	Sot the app

1 x Ticket Order total: \$236.25	(3)
Thursday, 28 November 2019 from Add to Google · Outlook · iCal · Yahoo	
Marriott Downtown Calgary 110 9 AVE SE Calgary AB	
Canada (View on map)	
	View event details
	Field Law
	Follow
	Questions about this event?
	Contact the organizer
Order Summary	
Order #1136873733 - 4 November 2019	
Laurel Evans	1 x Post-Secondary Summit: Early Bird Rate
GST/HST	,
View and manage your order online	
Charged to the Visa card ending in	
Appears on your card statement as "EB *2019 Field	
Contact the organizer for any questions related to th	is purchase.

This order is subject to Eventbrite Terms of Service, Privacy Policy, and Cookie Policy.



# □ virtuallythere.com

### **Itinerary Details**

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
20Nov19	20Nov19 WESTJET WS 3134 EDMONTON INTL AB, CANADA CANADA CANADA  EDMONTON INTL AB, CANADA CANADA  EDMONTON INTL AB, CANADA  Sout Number CHECK-IN REQUI Baggage Allowance NIL Booking Status USED TO FLY Fare Basis LAQDOELM Not Valid Before 20NOV19 14:45 15:45 Not Valid After 20NOV19		Booking Status USED TO FLY Fare Basis LAQDOELM Not Valid Before 20NOV19	
21Nov19 WESTJET WS 3229		CALGARY INTL AB, CANADA	EDMONTON INTL AB, CANADA  Time	Seat Number CHECK-IN REQUIRED Baggage Allowance NIL Booking Status EXCHANGED Fare Basis LAQDOELM Not Valid Before 21NOV19 Not Valid After 21NOV19



#### Allowances

#### Baggage Allowance

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YEG to YYC, YYC to YEG - 1 Piece (WS - WESTJET)

Carry On Charges

YEG to YYC, YYC to YEG - (WS - WESTJET) - Carry-on fees unknown - contact carrier

### Payment/Fare Details

Form of Payment	CREDIT CARD - VISA :
Fare Calculation Line	YEA WS YYC111.00WS YEA111.00CAD222.00END
Fare	CAD 222.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 13.01 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST))
Total Fare	CAD 336.26

### Other Charges

SEAT ASSIGNMENT # YEG-YYC / QTY 1, YYC-YEG / QTY 1)	CAD 18.00
Taxes	CAD 0.90
Form of Payment	CREDIT CARD - VISA :
Total	CAD 18.90
Total Fare and Other Charges	CAD 355.16



### Statement

Invoice #:

6706

Date:

November 21, 2019

Customer ID:

Laurel Evans

Phone: Address: 780-474-7447 10447 124th Street

Edmonton, Alberta

Email:

admin@beckdiamonds.com

Bill To:

NorQuest College

Date	Туре	Job#	Product	Goldsmith	Balance
11/5/2019		8786765	Custom Script Pendant		\$588.13
					-01-12-37
				Subtotal	\$588.13
				GST	\$29.4

Reminder: Please include the statement number on your check.

Terms: Balance due in 30 days.

REMITTANCE	
Customer Name:	
Customer ID:	
Statement #:	
Date:	
Amount Due:	
Amount Enclosed:	_

PAID

\$617.54

Total

### **Diane Preston**

From: Sent: To: Subject:	Laurel Evans Tuesday, November 19, 2019 1:08 PM Diane Preston FW: Order REFUNDED for 2019 Field Law Post-Secondary Summit
Warm Rega Laurel D. E Vice Preside NorQuest C	vans ent People
Sent: Tuesda To: Laurel Ev	aw <orders@eventbrite.com> ny, November 19, 2019 12:59 PM rans <laurel.evans@norquest.ca> er REFUNDED for 2019 Field Law Post-Secondary Summit</laurel.evans@norquest.ca></orders@eventbrite.com>
	Hello Laurel Evans,
	The following refund has been processed through Eventbrite:
	Event Name: 2019 Field Law Post-Secondary Summit Order Number: 1136873733 Refund Amount: \$236.25

please contact the event host.	
Thank you for using Eventbrite!	
Cheers,	
7 8 1	
The Eventhrite Teem	
The Eventbrite Team	
Keep in touch!	
	The second second
eate your own event	Get the app
one can sell tickets or age registration with	Find events, buy tickets, and access them on your phone.
ntbrite.	Download
n More	

Once processed, refunds can take up to 7 business days to appear in your account. If you have any questions about the refund or the event,

This email was sent to laurel.evans@norquest.ca

Eventbrite | 155 5th St, 7th Floor | San Francisco, CA 94103

Copyright © 2019 Eventbrite. All rights reserved.

Employee ID / Name / Laurel Evans	PBCO training - Module 4 of 5
Sheet ID 0000021370	Commenty event-recognition gift.
Business Purpose NorQuest Corporate Visa card	,



D	ate	Expense Type	Description		Account	Fund	DeptID	Location	Analysis	Project	Amount
2019	/11/20	PDOTHER	Taxi from conferen	ce to airport	6900	10	13100	999			55.90 M
	/11/21	SUPPL	Recognition Gift	President + CEO Gift)	6609	10	10500	999			1,155.00 M
2019	/11/21	PDOTHER	Parking at Edmonton airport		6900	10	13100	999			50.00 hu
2019	/11/21	PDMEALS	Lunch at conference	2	6900	10	13100	999			10.37 M
2019	/11/21	PDLODGE	Hotel for conference	ce - 1 night	6900	10	13100	999			142.58 11
2019	/11/21	PDOTHER	UBER from conference	ce to airport	6900	10	13100	999			26.27 M

I certify that the information provided is an acc by me. I certify that these expenditures were incurred o previously paid, and somety with college policy.	
Employee Signature	January 6 2020
Ahrudes	an 7/20
Norma Schneider	Defe
Acting President & CEO	

Total Expenses:	1440.120	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	1440.120	







Phone: Address: 780-474-7447

10447 124th Street

Edmonton, Alberta

Email:

admin@beckdiamonds.com

Invoice #:

6706 - A

Date:

November 21, 2019

Customer ID:

Laurel Evans

Bill To:

NorQuest College

Date	Туре	Job#	Product	Goldsmith	Balance
11/21/2019		6706	Custom NorQuest Sheild Signet Ring	Sang	\$1,100.00
-					
				Subtotal	\$1,100.0

GST \$55.00 Total \$1,155.00

Reminder: Please include the statement number on your check.

Terms: Balance due in 30 days.

REMITTANCE **Customer Name:** Customer ID: Statement #: Date: Amount Due: Amount Enclosed: **PAID** 

ASSOCIATED CAB ALLIED LIMOUSIN 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111 Car#496

#### SALE

MID: TID: VQ189233

REF#: 00000002 Batch #: 142 SEQ: 142001001002 17:02:11

11/20/19 APPR CODE: 041149

AMOUNT

\$55.90

00 - APPROVED - 001

SIGNATURE NOT REQUIRED

Visa Credit AID: A0000000031010 TVR: 00 80 00 80 00 TSI: F8 00

> CARDHOLDER ACKNOWLEDGES RECEIPT OF GOODS AND/OR SERVICES IN THE AMOUNT OF THE TOTAL SHOWN ABOVE

> > THANK YOU

MERCHANT COPY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton Tax Code CA5%

POF 1st Fl 21/11/19 17:16 Receipt 007891

Short-term parking tkt DL - No. 002518 20/11/19 13:25 21/11/19 17:16 Period 1d3h52' (Tax) \$50

Total

\$50.00 \$50.00

Payment Received

\$50.00

Merch: 82005340013 Auth:032498 Type: Swiped

Sub Total Tax 5% \$47.62 \$2.38

ATB Financial

Receipt Header TYPE: PURCHASE

Date: 21 Nov 2019 11:42:49

: 1

TableTransId: 3066922 : 3066922 TransId

Server Table

: Cas-3066922

Seats

: VISA

Account Acct #

Auth.# : 063713

Ref. # : 002012114301 CHI

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH ISSUERS AGREEMENT WITH

CARDHOLDER

Application Label: Visa Credit

AID: A0000000031010 TVR: 0000008000 TSI: 7800

AMOUNT \$ 10.37

**APPROVED** 

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement.

CUSTOMER COPY

ATB Financial Receipt Header

Date: Nov 21, 2019 11:43:06 Table: Cas-3066922

TableTransId: 3066922 TransId: 3066922

Server:

1 Chk Fngrs 1 French Fries

7.29 2.59

Subtota1 GST Total VISA(Completed)

9.88 0.49 10.37

Balance

-10.370.00

Receipt Footer



# Taxi(Uber) receipt from Calgary PBCO training course trip

10:28 ৵	∻ ■
← Trip Details	
Help Receipt	
UberX Receipt	
Trip Fare	CA\$20.81
Subtotal	CA\$20.81
TNC fee recovery surcharge	CA\$0.45
GST	CA\$1.25
Wait Time	CA\$0.76
Tolls, Surcharges, and Fees	CA\$3.00
Total	CA\$26.27
2019-11-20, 10:04 PM	\$26.27



Laurel Evans 10215 108 Street Edmonton T5J 1L6

Canada

Room No. : 109
Arrival : 11-20-19
Departure : 11-21-19
Page No. : 1 of 1
Folio No. : 229926
Conf. No. : 226299

INFORMATION INVOICE

Membership No. A/R Number

Company Name

Group Code

Cashier No. : 42

11-21-19 02:14:27 AM EST

Date	Text	Charges Credit
11-20-19	Room	127.00
11-20-19	Destination Marketing Fee	3.81
11-20-19	GST Tax	6.54
11-20-19	Alberta Tourism Levy	5.23
11-21-19	Visa	142.

	Total	142.58	142.58	
-	Balance		0.00	

Radisson Rewards: Members enjoy Member Only Rates, have access to exclusive benefits, and earn towards free nights across Radisson Hotel Group portfolio hotels. Enroll and learn more at the front desk or at radissonhotels.com/rewards.

#### Thank You For Staying With Us

Lagree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these clearges.

Guest Signature

Radisson Hotel & Conference Centre Calgary Airport East
6620 36th Screet NE
Calgary, AB T3J 4C8
Telephone: (403) 475-1111 Fax: (403) 719-3855
GST #: 82338 3401 RT0001