



Employee ID / Name Removed [redacted] Jill Matthew	Comment
Sheet ID 0000015884	
Business Purpose on with Corporate Visa card	

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2018/02/28	HOST	Business Development Lunch	6003	10	80000	999			57.36
2018/03/02	HOST	External lunch meeting	6003	10	80000	999			38.53
2018/03/08	OTHER	Parking for Enbridge event	6901	10	80000	999			10.50
2018/03/09	HOST	External lunch meeting	6003	10	80000	999			50.12
2018/03/09	OTHER	Parking for external lunch meeting	6003	10	80000	999			8.00

I certify that the information provided is an accurate record of expenses incurred
 [redacted] tures were incurred on college business, have not been
 with college [redacted] removed in
 accordance with FOIP
 Derek [redacted]
 for Jill Matthew March 23, 2018
 Date

Approved by: [Signature] Date: May 23/18
 Print Name: Jodi Abbott

Total Expenses:	164.510	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	164.510	

Chelsey [Redacted]

J

Subject: Lunch - Jacquie [Redacted] & Jill Matthew
Location: Cactus Club - 11130 Jasper Avenue

Start: Wed 2/28/2018 12:00 PM
End: Wed 2/28/2018 1:00 PM
Show Time As: Out of Office

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Jill Matthew
Required Attendees: [Redacted] in accordance with FOIP

Reservation has been made under 'Jill Matthew' at the Cactus Club on Jasper Ave for noon.

BD WORK
 CACTUS CLUB JASPER
 11130 JASPER AVE NW
 EDMONTON, AB T5K 0L1
 (587) 523-8030

SALE

REF#: 00000001
 Batch #: 110 SEQ: 110001001001 13:11.46
 02/28/18
 ORDER#: 885145
 APPR CODE: 024272
 VISA
 [Redacted]

AMOUNT \$49.88
TIP \$7.48
TOTAL \$57.36

00 - APPROVED - 001

VISA CREDIT
 AID: A0000000031010
 TVR: 02 80 00 80 00
 TSI: F8 00

Thank You
 Please Come Again
 CUSTOMER COPY

 CHECK # 885145 DATE 2/28/18
 TABLE # 11 TIME 1:07P

 -- CACTUS CLUB : KRISTINA [Redacted] --
 ITEMS ORDERED AMOUNT
 2 CHICKEN MODERN 38.
 1 POP 3.
 1 750ML SAN PELLE 6.

 SUBTOTAL 47.50
 GST 2.31

 TOTAL DUE 49.81

WORLD FAMOUS CACTUS CLUB CAFE
 11130 JASPER AVE, NW
 EDMONTON, AB T5K 0L1
 587-523-8030
 GST# 84598 1.33RT0001

NOW HIRING
 @CACTUSCAREERS
 587-523-8030

Chelsey [REMOVED]

2

Subject: Lunch | Ray [REMOVED] / Jill Matthew
Location: Doan's Downtown

Start: Fri 3/2/2018 12:00 PM
End: Fri 3/2/2018 1:00 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Jill Matthew
Required Attendees: [REMOVED]

DOAN' S
10130-107 STREET
EDMONTON ALBERTA

G. S. T. #R132829219

DOAN'S VIETNAMESE NOODLE HOUSE
10130 107TH ST.
EDMONTON, AB

ID: R2293262

Purchase

03/02/2018 (1)
000000#7996 CLERN71

XXXXX [REMOVED]

FOOD T1 \$17.95
FOOD T1 \$13.75
HOUSE ST \$31.00
G. S. T. \$1.00

Entry Method

Amount: \$ 33.50
Tip: \$ 5.00
Total: \$ 38.50

ITEMS 20
**TOTAL \$33.50
CREDIT \$38.50
CHANGE \$5.00

03/02 13:00
Seq #: 001-637029 0
Printer Code: 012950
Code: 01/027

CREDIT
000031010
6C 65 E0 7A F1 B6
00 00 00
64 A3 5F 0F 98 84

APPROVED
Thank You

Customer Copy

MEMORANDUM
retain this copy for your records

W

PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

RECEIPT
RE-ENTRY CODE 21526#

License Plate Number
Removed in
accordance with
FOIP
Expiration Date/Time

01:30 PM
MAR 08 2018

Purchase Date/Time: 01:30am Mar 08, 2018
Total Parking: \$10.00
Total GST: \$0.50
Total Due: \$10.50
Total Paid: \$10.50
Ticket #: 67021760
S/N #: 520013461007
Setting: C209
Mach Name: C209B

PARKING
MO
SERVICE
Auth #: 021367
SINCE 1922
GST #896783089
"Family Owned & Operated"

Chelsey **Removed**

Subject: Lunch | Jill/Donna
Location: Cactus Club Downtown
Start: Fri 3/9/2018 11:30 AM
End: Fri 3/9/2018 12:30 PM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Jill Matthew
Required Attendees: Donna **Remo**

Reservation under Jill

CACTUS CLUB JASPER
11130 JASPER AVE NW
EDMONTON, AB T5K 0L1
(587) 523-8030

SALE 4

REF#: 00000002
Batch #: 081 SEQ: 081001001002
03/09/18 12:32:45
ORDER#: 889478
APPR CODE: 032887
VISA
***** **Rem** *****

AMOUNT \$43.58
TIP \$6.54
TOTAL \$50.12

00 - APPROVED - 001

VISA CREDIT
AID: A000000031010
TVR: 02 80 00 80 00
TSI F8 00

Thank You
Please Come Again

CUSTOMER COPY

Thank You!

CHECK # 889478 DATE 3/09/18
TABLE # 44 TIME 12:30 PM

-- CACTUS CLUB : REBECCA S 4
ITEMS ORDERED AMOUNT
1 CHICKN RICE BOWL 18.00
1 CHICKEN QUINOA 20.00
1 POP 3.50

SUBTOTAL 41.50
GST 2.00

TOTAL DUE 43.50

WORLD FAMOUS CACTUS CLUB CAFE
11130 JASPER AVE, NW
EDMONTON, AB T5K 0L1
587-523-8030
GST# B4898 1163RT0001

NOW HIRING
@CACTUSCAREERS
#WFCCLUB

PLACE FACE UP ON DASH
Impark Lot 02-394
Expiration Date/Time
01:19 PM
MAR 09, 2018
S

Purchase Date/Time: 11:19am Mar 09, 2018
Total Parking: \$7.62
Total GST: \$0.38
Total Due: \$8.00 Rate: \$8 - 2 Hours
Total Paid: \$8.00 Payment Type: Card
Ticket #: 32054081
S/N #: 52016251014
Setting: Lot 394
Mach Name: Meter 1

Rem Visa
oved

Auth #: 071710

gst #687315638RT0006
NO IN AND OUT PRIVILEGES

RECEIPT
Impark Lot 02-394

Expiration Date/Time: 01:19pm Mar 09, 2018
Purchase Date/Time: 11:19am Mar 09, 2018
Total Parking: \$7.62
Total GST: \$0.38
Total Due: \$8.00 Rate: \$8 - 2 Hours
Total Paid: \$8.00 Payment Type: Card
Ticket #: 32054081
Setting: Lot 394
Mach Name: Meter 1

Rem Visa
oved

Auth #: 071710

IP1 PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PA1

Employee ID / Name Removed Brenda Jill Matthew	Comment
Sheet ID 0000015637	
Business Purpose Nor Quest Corporate Visa card	



2018

Date	Expense Type	Description	Account	Fund	Dept ID	Location	Analysis	Project	Amount
2018/01/24	OTHER	Transportation for ICD Exam	6000	10	80000	999			7.80
2018/01/25	OTHER	Transportation for ICD Exam	6000	10	80000	999			5.60
2018/01/25	HOTEL	Hotel for ICD Exam	6000	10	80000	999			377.52
2018/01/26	HOTEL	Hotel for SBO Meeting	6000	10	80000	999			139.11
2018/02/01	SUPPL	CS Team Meeting	6003	10	80000	999			132.72
2018/02/04	HOTEL	Hotel for Meetings with Bow Valley and U of C	6000	10	80000	999			240.03

I certify that the information provided is an accurate record of expenses incurred by me.
I certify that these expenditures were incurred on college business, have not been previously paid, and comply with college policy.

B. Jill Matthew Feb 23/18
Employee Signature Date

Approved by _____ Date _____
Alan Skoreyko
Print Name

Total Expenses:	902.780	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	902.780	

Lorraine Remo

From: Alan Skoreyko [Removed in accordance with]
Sent: Friday, February 23, 2018 1:55 PM
To: Lorraine Remo
Subject: Re: Approval Required: Jill Matthew VISA Report 15637 February 2018

I approve the attached Visa billing.

Alan Skoreyko

Get [Outlook for Android](#)

From: Lorraine [Removed in accordance with]
Sent: Friday, February 23, 2018 1:39:58 PM
To: Al Skoreyko [Removed in accordance with]
Subject: Approval Required: Jill Matthew VISA Report 15637 February 2018

Hello Al,

Jill Matthew is Acting President. Please see Jill's attached VISA report 15637 in the amount of \$902.78 requiring your approval.

Thank you.

Lorraine Remo
Executive Assistant to Dr. Jodi Abbott, President and CEO
Office of the President | NorQuest College
[Removed in accordance with]

10215 108 Street NW | Room [Removed in accordance with]
Edmonton, Alberta, Canada T5J 1L6
www.norquest.ca
[Facebook](#) | [Twitter](#) | [YouTube](#) | [LinkedIn](#) | [Instagram](#)



4917

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NorQuest College.

1

* RECEIPT *
* NOT VALID FOR TRAVEL *

TransLink
980-CANADA LINE
VVR-Airport Stn
TVM73113
Tue 23 Jan 18 04:04PM

Payment Type: VISA
Purchase: 2 Zone Ticket with VVR
Product Price: \$ 7.80

Compass Ticket #: [Redacted]
Credit Card #: [Redacted]
Auth #: TVVD992CGU7S
Ref #: 131789
Receipt #:

Card Entry: Chip
AID:A0000000031010
IVR:0080008000
PSI:F800

Retain for your records.
View TransLink Policies
at www.translink.ca
Thank You!

2

* RECEIPT *
* NOT VALID FOR TRAVEL *

TransLink
980-CANADA LINE
Vancouver City Centre St
TVM51115
Thu 25 Jan 18 01:00PM

Payment Type: VISA
Purchase: 3 Zone Ticket
Product Price: \$ 5.60

Compass Ticket #: [Redacted]
Credit Card #: [Redacted]
Auth #: TUC7A82CXITU
Ref #: 046200
Receipt #: 52679

Card Entry: Chip
AID:A0000000031010
IVR:0080008000
PSI:F800

Retain for your records.
View TransLink Policies
at www.translink.ca
Thank You!



METROPOLITAN HOTEL
VANCOUVER

645 HOWE STREET VANCOUVER BRITISH COLUMBIA V6C 2Y9 T 604 687 1122 F 604 602 7846 metropolitan.com

3

Reservation Number **Remov**

Send to **Jill Matthew**

x
x,

Phone x

Guest Name **Jill Matthew**

Arrival Date
23/01/2018

Departure Date
25/01/2018

Room Information 0801 - Junior Suite

Bill To **Matthew, Jill**
x
x,
Phone x

Folio Number **Remov**

Trans Date	Description	Voucher	Amount
24/01/2018	Room Service	7951-6908	50.45
24/01/2018	Room Charge w/8 Best Available Rate	van-0801	259.00
24/01/2018	Good & Service Tax	van-0801	13.35
24/01/2018	Room Tax	van-0801	28.49
24/01/2018	Facility Fee	van-0801	8.00
25/01/2018	Diva Restaurant	3650-627	18.23
Subtotal			377.52
Total Charges			377.52
Payments			
25/01/2018	Visa ##### Remo	022366801g	-377.52
Subtotal			-377.52
Total Payments			-377.52
Balance Due			0.00

Totals

Diva Restaurant	\$18.23
Facility Fee	\$8.00
Good & Service Tax	\$13.35
Room Charge w/8	\$259.00
Room Service	\$50.45
Room Tax	\$28.49
Total	\$377.52

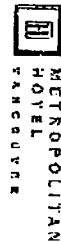
GST# R136359494

HST# R136359494 RT0001

Subtotal	37.00
RS 17% Grat	6.29
43.29 GST	2.16
Amount Due	45.45

5005 Marc S
Tb1 801 / 1 Cnk 7951 Gst 1
Jan 24 18 06:29PM
*** Reprint ***

645 Howe Street
Vancouver, BC V6C 2Y9
604-687-1122



Room Service

I have received the goods and / or services in the amount indicated in the event that the indicated person, company, I further agree to perform the obligations set forth in the

ally
t card,

Guest Signature: _____

HOTEL ALMA

AT THE UNIVERSITY OF CALGARY

Hotel Alma
169 UNIVERSITY GATE NW
403-220-3203

Matthuw, Jill

Confirmation Number: **Removed**

Edmonton, AB **Remo**

Room Number: 511

Room Type: SQN

No. of Guests: 1

TAX ID	ARRIVAL	DEPARTURE	RATE PLAN	ACCOUNT
	01/25/2018	01/26/2018	GRINT	21018

DATE	CODE	DESCRIPTION	COMMENT	AMOUNT (CAD)
01/25/2018	7000	ROOM CHARGE		115.00
01/25/2018	8052	ROOM FEE		3.45
01/25/2018	8051	GST		5.92
01/25/2018	8050	ALBERTA TOURISM LEVY		4.74
01/25/2018	6001	PARKING		10.00
01/26/2018	8007	VISA ***** Remov		(139.11)

TOTAL DUE: 0.00

TERMS / DUE AND PAYABLE UPON PRESENTATION. I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THE INDICATED PERSON OR THIRD PARTY FAILS TO PAY FOR ANY PART OF, OR THE FULL AMOUNT OF THE CHARGES.

THE DESTINATION MARKETING FEE IS SUBJECT TO 5% GST AND 4% ATL
GST R#108102864

SIGNATURE / _____

DATE / _____

Doan's Restaurant - Downtown

5

Order: #36078044

Placed: Feb 1, 2018 10:20 AM

CSLT Mtg - See attached.

Chelsey

Removed in accordance

Removed in accordance

Requested For: Feb 1, 2018 11:45 AM

For Delivery To:

10215 108 Street Northwest, Edmonton

Special Delivery Instructions:

NorQuest College, Singhmar Building - 4th floor - call upon arrive

Removed in accordance

- 1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95
 - Vermicelli
- 1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95
 - Rice
- 1 Pan Fried Mixed Vegetables - Rau Cai Xao \$15.95
 - Lemongrass Sauce
 - Add Rice
- 1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95
 - Rice
- 1 Spring Rolls (6 pcs) - Cha Gio \$10.95
 - Full (6 pcs)
- 1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95
 - Vermicelli
- 1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95
 - Rice

1 Spring Rolls, Grilled Pork, and Grilled Chicken - Bun Ba Mau \$13.95

- Rice

FOOD & BEVERAGE SUBTOTAL \$110.60

DELIVERY FEE FREE

GST \$5.53

Courier Tip \$16.59

Total (CAD) \$132.72

Paid with	Credit Card
Date	Feb 1, 2018 10:20 AM
Amount	\$132.72
Transaction Type	Purchase
Reference Number	664178360010689640
Authorization Code	062041
Response/ISO Code	027/ 01
Message	APPROVED * =

HOTEL
Arts

6

Ms Jill Matthew

Canada

Room Number : 0410
 Arrival Date : 01-02-18
 Departure Date : 04-02-18
 Page : 1 of 1
 Folio Number :
 Confirmation :
 Cashier :

Removed in accordance with FOIP

INFORMATION INVOICE

Company Name :
 Group :
 A/R Number :

GST No. : 861182947

04-02-18

Date	Description		Charges	Credits
01-02-18	Room		215.00	
01-02-18	Destination Marketing Fee 3%		5.89	
01-02-18	Alberta Tourism Levy 4%		8.09	
01-02-18	GST 5%		11.05	
04-02-18	Visa - Rooms	XXXXXXXXXX Remov ed in	XXXX	240.03
Total			240.03	240.03
Balance			0.00	CAD

I agree that I am personally liable for the final disposition and payment of any services rendered or goods supplied by The Hotel Arts and further authorize the use of my credit card to facilitate full payment. I accept responsibility in the event the indicated third-party, company or association fails to render full payment of this account, and also for any loss or damage to the premises or its contents. In the event of damage to the Hotel due to the Guest's action or negligence, the Guest shall be liable to the Hotel for compensation of damages.

Guest Signature: _____