



Employee ID / Name Removed Brenda Jill Matthew	Comment
Sheet ID 0000015079	
Business Purpose NorQuest Corporate Visa card ✓	

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2017/10/23	PDAIR	Air fare service fee	6900	10	80000	999			31.50 ✓
2017/10/23	OTHER	Parking - mtg at Mount Royal	6000	10	80000	999			16.00 ✓
2017/10/24	PDAIR	Flights - DEP Course	6900	10	80000	999			372.84 ✓
2017/10/25	HOTEL	Accommodation - Art of Leadership conference	6000	10	80000	999			366.46 ✓
2017/11/07	OTHER	Air fare service fee	6000	10	80000	999			31.50 ✓
2017/11/07	AIRTRAV	Flights - Field Law Post-Secondary Summit	6000	10	80000	999			290.36 ✓
2017/11/09	CONF	Ticket - Field Law Post-Secondary Summit	6901	10	80000	999			210.00 ✓
2017/11/14	PDAIR	Cancelled flight	6900	10	80000	999			-21.00 ✓
2017/11/16	PDOTHER	Taxi - DEP Course	6900	10	80000	999			46.00 ✓
2017/11/16	PDOTHER	Taxi - DEP Course	6900	10	80000	999			37.00 ✓
2017/11/17	AIRTRAV	Air fare service fee	6000	10	80000	999			31.50 ✓
2017/11/17	AIRTRAV	Flights - COPPOA	6000	10	80000	999			430.38 ✓
2017/11/19	PDHOTEL	Accommodation - DEP Course	6900	10	80000	999			607.48 ✓
2017/11/20	PDOTHER	Train - DEP Course	6900	10	80000	999			2.85 ✓

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
Employee Signature Date Nov 27/17

J. Abbott
Approved by Date Nov 28/17

J. Abbott
Print Name

Total Expenses:	2473.870	CAD
Less Vendor Credits:	-21.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	2452.870	✓

Removed in accord

APPROVED NOV 28 2017

Traveler**Passenger Name:**
MATTHEW, BRENDA MRS**e-Ticket Number:**
Removed**Reservation Number:**
Remo**Ticket Issue Date:**
October 24, 2017**Agency Details****Agency Information:**
MARLIN TRAVEL
9929 - 108Th Street Government Centre
Edmonton, AB T5K 1G8
Canada**Agency Phone:**
780 425-8611 MARLIN TRAVEL
TIFFANY**marlin** **trave****Flight - WestJet (WS) - 337 - November 16, 2017****Confirmation Number:**
Remo**Status:**
Confirmed**Fare Basis:**
IA14UJK**Depart:**
Edmonton Intl Arpt (YEG)
Edmonton
10:15 PM**Arrive:**
Vancouver Intl Arpt (YVR)
Vancouver
Terminal M
10:55 PM**Class Of Service:**
Economy**Not Valid Before:**
November 16, 2017**Not Valid After:**
November 16, 2017**Carry-On:**

1 Piece Plan

Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:

0 Piece Plan

Bag 1 - 25.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Applies to: YEA - YVR

Flight - WestJet (WS) - 186 - November 19, 2017**Confirmation Number:**
Remo**Status:**
Confirmed**Fare Basis:**
PA10L**Depart:**
Vancouver Intl Arpt (YVR)
Vancouver
Terminal M
7:00 PM**Arrive:**
Edmonton Intl Arpt (YEG)
Edmonton
9:27 PM**Class Of Service:**
Economy**Not Valid Before:**
November 19, 2017**Not Valid After:**
November 19, 2017**Carry-On:**

1 Piece Plan

Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:

0 Piece Plan

Bag 1 - 25.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Applies to: YVR - YEA

Fare Information**Form Of Payment:**
Removed in**Fare:** CAD 266.84**Taxes and Carrier-Imposed fees:**
CAD 14.25 CA
CAD 17.75 XG
CAD 74.00 XT**Total:** CAD 372.84**Endorsement Information:**
NONREF - FEE FOR CHG-CXL**Fare Calculation:**

16NOV YEA WS YVR 100.00WS YEA 166.84CAD266.84END XT 50.00SQ 24.00YQ

RECEIPT

Traveler

Passenger Name: MATTHEW, BRENDA MRS e-Ticket Number: **Removed** Reservation Number: **Remo** Issue Date: October 24, 2017

Agency Details

Agency Information:
MARLIN TRAVEL
9929 - 108Th.Street Government Centre
Edmonton, AB T5K 1G8
Canada

Agency Phone:
780 425-8611 MARLIN TRAVEL **Remo**
TIFFANY

marlin travel

Fare Information

Form Of Payment:
Removed in

Fare:	CAD 266.84
Taxes and Carrier-imposed fees:	CAD 14.25 CA CAD 17.75 XG CAD 74.00 XT
Total Airfare:	CAD 372.84
Amount Charged:	CAD 372.84



Invoice

NORQUEST COLLEGE NORQUEST COLLEGE 10215 106 STREET NW EDMONTON AB T5J 1L6	Trip #: 148501 Booking Date: 25 Oct 17 Client: Removed in accordance with FOIP Agent: Agents email: File Locator:
---	--

PASSENGERS: MRS BRENDA MATTHEW

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket Removed	266.84	17.75	\$0.00	88.25	0.00	372.84 CAD
BSP SERVICE FEES Ticket Removed	30.00	1.50	\$0.00	0.00	0.00	31.50 CAD
Total:	296.84	19.25	0.00	88.25	0.00	404.34 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	Removed in	10/24/2017		Removed in accordance	372.84 CAD
		10/24/2017			31.50 CAD
				Total Payment:	404.34 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 19.25 Total HST \$0.00

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
 ***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 *****
 *****PLEASE REVIEW YOUR ITINERARY FOR ACCURACY***
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

GOVERNMENT CENTRE
 MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
 Tél.: 780 425 8611
 GST REG# 885101915

NORQUEST COLLEGE
NORQUEST COLLEGE
10215 106 STREET NW
EDMONTON AB
T5J 1L6

Trip #: 148501
Booking Date: 25 Oct 17
Client:
Agent:
Agents email:
File Locator:

Removed in accordance
with FOIP

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA MATTHEW	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA MATTHEW

Booking Date: 10/24/2017
File Locator/Ticket #: Remove

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	00337	EDMONTON INTL 11/16/2017 10:15PM		VANCOUVER INTL 11/16/2017 10:55PM	I		
WESTJET	00186	VANCOUVER INTL 11/19/2017 7:00PM		EDMONTON INTL 11/19/2017 9:27PM	P		



CALGARY MARRIOTT DOWNTOWN

GUEST FOLIO

909 MATTHEW/JILL 289.00 10/24/17 DUPLICATE 14:09 Rem
 ROOM NAME RATE DEPART TIME ACCT#
 CTK Removed in accordance with 10/23/17
 TYPE removed in accordance with ARRIVE TIME
 ROOM ADDRESS Payment MR#: 300562693
 CLERK

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
10/23	TELECOM	FREEHSIA	.00	
10/23	TELECOM	BASEPHON	.00	
10/23	ROOM	909, 1	289.00	
10/23	DM FEE	909, 1	8.67	
10/23	ROOM TAX	909, 1	14.88	
10/23	T LEVY	909, 1	11.91	
10/23	VALETPRK	VALET	40.00	
10/23	VALETPRK	VALET	2.00	
10/24	Removed in accordance with EQP		.00	
10/24			365.46	
				.00



CALGARY MARRIOTT DOWNTOWN
 110 9TH AVENUE SE
 CALGARY, AB T2G 5A6
 403.266.7331 G.S.T.# 86271796 RT0001

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill to the actual cardholder.) If for any reason the credit card company does not make payment on this account, you will owe us such amount if you are direct billed, in the event payment is not made within 25 days after check-out, you will owe an interest from the check-out date on any unpaid amount at the rate of 1 1/2% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X



Invoice

NORQUEST COLLEGE NORQUEST COLLEGE 10215 106 STREET NW EDMONTON AB T5J 1L6	Trip #: 152059 Booking Date: 07 Nov 17 Client: [REDACTED] Agent: [REDACTED] File Locator:
---	--

PASSENGERS: MRS JILL MATTHEW

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # [REDACTED]	178.28	13.83	\$0.00	98.25	0.00	290.36 CAD
BSP SERVICE FEES Ticket # [REDACTED]	30.00	1.50	\$0.00	0.00	0.00	31.50 CAD
Total:	208.28	15.33	0.00	98.25	0.00	321.86 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	11/07/2017		[REDACTED]	290.36 CAD
	[REDACTED]	11/07/2017		[REDACTED]	31.50 CAD
Total Payment:					321.86 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 15.33 Total HST \$0.00

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL

***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2ECO ***** PLEASE REVIEW YOUR ITINERARY FOR ACCURACY***

PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----

-----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. ----- PLEASE NOTE CHECKIN TIMES***** DOMESTIC

~~FLIGHTS - CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR~~

NORQUEST COLLEGE
NORQUEST COLLEGE
10215 106 STREET NW
EDMONTON AB
T5J 1L6

Trip #: 152059
Booking Date: 07 Nov 17

Client: Removed in
Agent: accordance
with FOIP

File Locator:

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
JILL MATTHEW	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: JILL MATTHEW

Booking Date: 07 Nov 17

File Locator/Ticket #: Remove

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	00340	EDMONTON INTL 30 Nov 17 7:00AM		CALGARY INTL 30 Nov 17 7:58AM	I	
WESTJET	03229	CALGARY INTL 30 Nov 17 6:15PM		EDMONTON INTL 30 Nov 17 7:10PM	M/	

Lisa **Removed**
n

From: Eventbrite <orders@eventbrite.com>
Sent: Thursday, November 9, 2017 11:07 AM
To: Jill Matthew
Subject: Your Tickets for Field Law Post-Secondary Summit
Attachments: 39187136781-696079117-ticket.pdf

Eventbrite

Find events My Tickets

Hi Jill, this is your order confirmation for Field Law Post-Secondary Summit

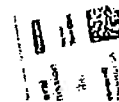
Organized by [Field Law](#)

Here are your tickets



Mobile Tickets

or



Paper Tickets

Open the email attachment
or download here

Message from Field Law

The event organizer has provided the following information:

Event Information

Thank you for registering for Field Law's Post-Secondary Summit. We look forward to seeing you. Please bring your Eventbrite ticket with you to the conference.

If you have any questions please contact Joanne at [Removed in accordance with]

Have a question? Contact the organizer

Order Summary

9 November 2017

Order #: [Removed in accordance with]

Name	Type	Quantity	Price
Jil Matthew	Field Law Post-Secondary Summit	1	\$200.00
		GST/HST	\$10.00
		TOTAL	\$210.00

Charged to: Visa [Removed in accordance with FOIP]

This charge will appear on your card statement as EB *Field Law Post-Sec

Refund Policy: Refunds up to **7 days** before event

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

About this event



Thursday, 30 November
2017 from 9:00 AM to 4:30



PM (MST)
Sheraton Suites Eau
Claire
255 Barclay Parade SW
Calgary, AB T2P 5C2
Canada



Add to my calendar:

Google · Outlook · iCal ·
Yahoo



Ticket Information

 Ticket #1 — Field Law Post-Secondary Summit

Name:

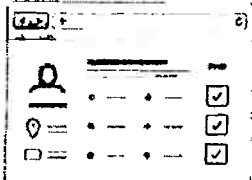
Jil Matthew

Email:

Removed in accordance

Will you be attending the Welcome Reception on Wednesday, November 29?

No



Your Account

Log in to access tickets and manage your orders.

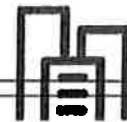
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Anyone can sell tickets or
manage registration with
Eventbrite.
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Discover great events

Find local events that match
your passions.
[See events](#)



This email was sent to **Removed in**
Eventbrite | 155 5th St, 7th Floor | San Francisco, CA 94103
Copyright © 2017 Eventbrite. All rights reserved.

Cancel confirmation

Step 2 of 2

YEG ⇌ YVR
Nov 16 - Nov 19

Removed in accordance
Reservation code

✓ Success

Your trip has been successfully cancelled and the account associated with this booking has been credited.

Cancelled booking

Reservation code

Removed in accordance

Edmonton (YEG) → Vancouver (YVR)

Depart: Thu. Nov. 16, 5:15 PM
Arrive: Thu. Nov. 16, 5:55 PM
Flight: WS 0141
Operated by: WESTJET

Vancouver (YVR) → Edmonton (YEG)

Depart: Sun. Nov. 19, 7:00 PM
Arrive: Sun. Nov. 19, 9:27 PM
Flight: WS 0186
Operated by: WESTJET

Guests

MRS JILL MATTHEW

Summary

Original trip amount:	\$354.11 CAD
Original seat fee(s):*	\$21.00 CAD
Cancellation fee:*	(\$105.00 CAD)

Total refund amount: \$270.11 CAD

Payment card

Removed

Refund to payment card: \$21.00 CAD

Travel Bank

Refund to Travel Bank

\$249.11 CAD

* Price includes taxes and fees

Total refund amount:

\$270.11 CAD

Please note that you will not receive an email copy of this confirmation.

[Make a new booking](#)

[Manage my trips](#)

Traveler

Passenger Name:
MATTHEW, BRENDA JILL MS

e-Ticket Number:
Removed

Reservation Number:
Remo

Ticket Issue Date:
November 17, 2017

Tour Code:
MAR11

Agency Details

Agency Information:
MARLIN TRAVEL
9929 - 108Th Street Government Centre
Edmonton, AB T5K 1G8
Canada

Agency Phone:
780 425-8611 MARLIN TRAVEL Remo
CASANDRA

**Flight - WestJet (WS) - 242 - November 24, 2017**

Confirmation Number:
Remo

Status:
Confirmed

Fare Basis:
MA07L

Depart:
Edmonton Intl Arpt (YEG)
Edmonton
7:30 AM

Arrive:
Calgary Intl Arpt (YYC)
Calgary
8:28 AM

Class Of Service:
Economy

Not Valid Before:
November 24, 2017

Not Valid After:
November 24, 2017

Carry-On:
1 Piece Plan
Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:
0 Piece Plan
Bag 1 - 25.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM
Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM
Applies to: YEA - YYC

Flight - WestJet (WS) - 3145 - November 25, 2017

Confirmation Number:
Remo

Status:
Confirmed

Fare Basis:
VAL

*Operated by: WESTJET ENCORE

Depart:
Calgary Intl Arpt (YYC)
Calgary
4:15 PM

Arrive:
Edmonton Intl Arpt (YEG)
Edmonton
5:10 PM

Class Of Service:
Economy

Not Valid Before:
November 24, 2017

Not Valid After:
November 24, 2017

Carry-On:
1 Piece Plan
Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:
1 Piece Plan
Bag 1 - NO FEE UPTO50LB/23KG AND UPTO62LI/158LCM
Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM
Applies to: YYC - YEA

Fare Information

Form Of Payment:
Removed in

Fare: CAD 311.64

Taxes and Carrier-imposed fees:
CAD 14.25 CA
CAD 20.49 XG
CAD 84.00 XT

Total: CAD 430.38

Endorsement Information:
NONREF - FEE FOR CHG-CXL

Fare Calculation:
24NOV YEA WS YYC 120.28WS YEA 191.36CAD311.64END XT 60.00SQ 24.00YQ

Traveler**Passenger Name:**
MATTHEW, BRENDA JILL MS**e-Ticket Number:**
Remove**Reservation Number:**
Rem**Issue Date:**
November 17, 2017**Agency Details****Agency Information:**
MARLIN TRAVEL
9929 - 108Th Street Government Centre
Edmonton, AB T5K 1G8
Canada**Agency Phone:**
780 425-8611 MARLIN TRAVEL
CASANDRA**Fare Information****Form Of Payment:**
Removed in

Fare:	CAD 311.64
Taxes and Carrier-imposed fees:	CAD 14.25 CA CAD 20.49 XG CAD 84.00 XT
Total Airfare:	CAD 430.38
Amount Charged:	CAD 430.38



Invoice

NORQUEST COLLEGE NORQUEST COLLEGE 10215 106 STREET NW EDMONTON AB T5J 1L6	Trip #: 154766 Booking Date: 17 Nov 17 Client: Removed in accordance with FOIP Agent: File Locator:
---	--

PASSENGERS: MS BRENDA JILL MATTHEW

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket # Remove	311.64	20.49	\$0.00	98.25	0.00	430.38 CAD
BSP SERVICE FEES Ticket # Remove	30.00	1.50	\$0.00	0.00	0.00	31.50 CAD
Total:	341.64	21.99	0.00	98.25	0.00	461.88 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	Remove	11/17/2017		Removed in accordance	430.38 CAD
	ed in	11/17/2017		accordance	31.50 CAD
				Total Payment:	461.88 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 21.99 Total HST \$0.00

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
 ***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** PLEASE REVIEW YOUR ITINERARY FOR ACCURACY***
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

NORQUEST COLLEGE
NORQUEST COLLEGE
10215 106 STREET NW
EDMONTON AB
T5J 1L6

Trip #: 154766
Booking Date: 17 Nov 17
Client: Removed in
Agent: accordance with
FOIP

File Locator:

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA JILL MATTHEW	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA JILL MATTHEW

Booking Date: 17 Nov 17
File Locator/Ticket #: Removed

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	00242	EDMONTON INTL 24 Nov 17 7:30AM		CALGARY INTL 24 Nov 17 8:28AM	W	



HOTEL ARTS

Passengers: BRENDA JILL MATTHEW

Booking Date: 17 Nov 17
File Locator/Ticket #: Remove

HOTEL ARTS	Check in:	24 Nov 17	Check out:	25 Nov 17
HOTEL ARTS	Time:		Time:	
119 12TH AVE. SW	City	CALGARY INTL	No. Rooms:	1
CALGARY AB CA T2G0G8	Non/Smoking:	No Preference		
1-403-2664611	Room Type:	L1KRAC		
	Svc Type			
	Occupancy			
	Rate:	129.00CAD	Taxes:	0.00



AIR

Passengers: BRENDA JILL MATTHEW

Booking Date: 17 Nov 17
File Locator/Ticket #: Removed

Airline	Flight	From	Terminal	To	Class/Seat	Stops
WESTJET	03145	CALGARY INTL 25 Nov 17 4:15PM		EDMONTON INTL 25 Nov 17 5:10PM	V	

D
DELTA
 HOTELS
 MARRIOTT

VANCOUVER DOWNTOWN
 SUITES

550 West Hastings St, Vancouver, British Columbia, V6B 1L6
Tel: 604-689-8188 Fax: 604-605-8881

Mrs Jill Matthew
 Xxx
 Xxx NE 11111
 United States

Room: 0608
 Folio: 57777
 Cashier: 101
 Arrival: 11-16-17
 Departure: 11-19-17
 Reference:

Date	Description	Additional Information	Charges	Credits
11-16-17	Room Charge		149.00	
11-16-17	Destination Marketing Fee (DMF)		1.93	
11-16-17	Rooms - GST		7.55	
11-16-17	Municipal Room Tax (MRT)		4.53	
11-16-17	Rooms - Provincial Tax - PST		12.07	
11-17-17	Room Charge		149.00	
11-17-17	Destination Marketing Fee (DMF)		1.93	
11-17-17	Rooms - GST		7.55	
11-17-17	Municipal Room Tax (MRT)		4.53	
11-17-17	Rooms - Provincial Tax - PST		12.07	
11-18-17	Room Charge		219.00	
11-18-17	Destination Marketing Fee (DMF)		2.83	
11-18-17	Rooms - GST		11.09	
11-18-17	Municipal Room Tax (MRT)		6.65	
11-18-17	Rooms - Provincial Tax - PST		17.75	
11-19-17	Visa	Removed in accordance with		607.48

<u>GST Summary</u>	
Registration No: 830897336	
Room	26.19
F&B	0.00
Other	0.00
Total	26.19

<u>PST Summary</u>	
Room	41.89
F&B	0.00
Other	0.00
Total	41.89

Total	607.48	607.48
Balance Due	0.00	CDN

Guest Signature: _____

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

DELTA SUNSHINE TAXI #
108
13425 71A AVE
SURREY BC

CARD ***** Remo
CARD TYPE VISA
DATE 2017/11/16
TIME 3744 23:22:44
CLERK ID 001
RECEIPT NUMBER
C85030727-001-910-005-0

PURCHASE
TOTAL
\$37.00

VISA CREDIT
A0000000031010
7D4D0AFACD3BAA35
0280008000-E800
A8A10C2176E4577C
0280008000-F800

APPROVED

AUTH# 075165 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Co-op Taxi Line
(780)425-2525
www.co-optaxi.com

Terminal 393/66234989
Driver Rem
17/11/16 20:50:32

VISA
Card : ***** Rem
VISA CREDIT
CHIP CARD

A0000000031010
0080008000
Ref # 0010017640 C
Auth # 017781

PURCHASE
FARE : \$ 40.00
TIP : \$ 6.00
TOTAL : \$ 46.00

APPROVED - THANK YOU
(01-027)

IMPORTANT: Retain this
copy for your records

Customer Copy

Thank you for choosing
Co-op taxi

1910

RECEIPT
MOUNT ROYAL UNIVERSITY
PLEASE DISPLAY ON DASH

License Plate Number
Removed in
accordance with
FOIP
Expiration date/time

11:59 PM
OCT 23, 2017

Purchase Date/Time: 02:41pm Oct 23, 2017
Total Due: \$16.00 1910 Rate: Day Rate \$16
Total Paid: \$16.00 Pmt Type: CC (Swipe)
Ticket #: Remo
S/N #: 620015472034
Setting: Short Term Lot 7
Mach Name: Short Term Lot 7-2

Rem Visa Auth #: 077730

PLEASE DISPLAY ON DASH
For Assistance
Parking Office
(403) 440-6914

KING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING

* RECEIPT *
* NOT VALID FOR TRAVEL *

TransLink
980-CANADA LINE
Waterfront Stn
TVM50121
Sun 19 Nov 17 04:32PM

Payment Type: VISA
Purchase: 1 Zone Ticket
Product Price: \$ 2.85

Compass Ticket #: Remo
Credit Card #: Remo
Auth #: 054169
Ref #: TUC3C925W22N
Receipt #: 69263

Card Entry: Chip
AID:A0000000031010
TVR:0080008000
TS1:F800

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

Thank You!

Employee ID / Name Removed Brenda Jill Matthew	Comment
Sheet ID 0000014783	
Business Purpose NorQuest Corporate Visa card	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2017/09/21	HOST	DCDP breakfast meeting	6003	10	80000	999			
2017/09/24	OTHER	Transit Pass: Director's Education Program	6000	10	80000	999			43.90
2017/09/26	OTHER	Catering Deposit Senior Business Officers Dinner October 5	6003	10	80000	999			7.85
2017/09/27	OTHER	Transit Pass: Director's Education Program	6000	10	80000	999			782.30
2017/09/27	HOTEL	Delta Hotel: Director's Education Program	6000	10	80000	999			4.10
2017/09/28	OTHER	Catering Deposit for Senior Business Officers Meeting Oct 6	6003	10	80000	999			844.96
2017/09/28	HOST	Lunch meeting: Audit exit with NQ Management & OAG	6003	10	80000	999			625.71
2017/09/29	AIRTRAV	Airfare change fees: CCI Retreat	6000	10	80000	999			198.87
2017/09/29	AIRTRAV	Airfare outgoing: CCI Retreat	6000	10	80000	999			21.00
2017/09/29	OTHER	Airfare BSP Service Fees: CCI Retreat	6000	10	80000	999			319.46
2017/10/03	HOST	Lunch meeting: Space Planning	6003	10	80000	999			15.75
2017/10/04	OTHER	Catering Balance for Senior Business Officers Dinner Oct 5	6003	10	80000	999			55.97
2017/10/05	AIRTRAV	Airfare change fees: CCI Retreat	6000	10	80000	999			782.31
2017/10/05	AIRTRAV	Airfare return: CCI Retreat	6000	10	80000	999			6.30
2017/10/10	OTHER	Catering Balance: Senior Business Officer Meeting Oct 6	6003	10	80000	999			105.00
2017/10/11	SUPPL	College Services Town Hall Celebration	6003	10	80000	999			731.63
2017/10/17	OTHER	Parking for Connect Luncheon	6000	10	80000	999			256.69
2017/10/19	SUPPL	Fruit Basket: Bereavement Gift	6609	10	80000	999			10.00
									65.09

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
Employee Signature Oct 25, 2017
Date

Jodi Abbott
Approved by Oct 26/17
Date

Jodi Abbott
Print Name

Total Expenses:	4876.890	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	4876.890	

Removed in accordance with FOIP

Lisa [Removed]

Subject: DCDP breakfast
Location: Tutti Frutti - (Oliver square) 11304, 104 Avenue NW • Oliver Village • Y5K 2V9 • 780-758-1705

Start: Thu 9/21/2017 7:00 AM
End: Thu 9/21/2017 8:00 AM

Recurrence: (none)

Meeting Status: Accepted

Organizer: Alex [Removed]
Required Attendees: [Removed in accordance with FOIP]

Tutti Frutti - (Oliver square) 11304, 104 Avenue NW • Oliver Village • Y5K 2V9 • 780-758-1705

Tutti Frutti/TTF557
11304 104 AVE
EDMONTON, AB.T5K 2W9

THU SEPTEMBER 21, 2017
CHECK #105444-1
TABLE #40

1 SP OATMEAL AND TOAS	\$5.95
1 WESTERN OMELETTE	\$10.95
1 ALL DRESSED-OMELET	\$13.95
2 Coffee	\$5.50
SUB-TOTAL	\$36.35
GST	\$1.82

TOTAL \$38.17

Time: 07:48 3 CUSTOMERS

GST: 714754124 RT 0001

YOU HAVE BEEN SERVED
BY : MYLENE

--TRANSACTION RECORD
=RELEVÉ DE TRANSACTION=

POS64009731 RETLR5946100
TUTTU FRUTTI
11304 104 AVE
EDMONTON , AB

CARD/CARTE: VISA

NO. **** * [Removed]
AID: A0000000031010
PPL: VISA CREDIT
SEQ.: 002 BATCH/LOT: 081
REFERENCE NB.: 001334
2017/09/21 07:49:18 CA1

PURCHASE/ACHAT	\$38.17
TIP/POURBOIRE	\$5.73
TOTAL	\$43.90
AUTHOR./AUTOR.:	061074

OO APPROVED - THANK YOU

Keep this copy for
your records.

COPY CARDHOLDER

Compass Vending

- Transit Pass for travel in Vancouver for Director's Education Program.

You must tap in and out as required by TransLink's Transit Tariff.
 Do not laminate, hole punch, or alter in any way.
 Use of this Compass ticket is deemed acceptance of the terms and conditions of TransLink's Transit Tariff and the Compass Ticket Terms and Conditions of Use, as amended from time to time. Contravention may result in confiscation of this ticket, prosecution, and/or other consequences. To view the full Compass Ticket Terms and Conditions of Use, the Transit Tariff and the Privacy Policy, visit www.translink.ca.
 When a Concession Product is purchased, it may only be used by children 5-13 years, Secondary Students 14-19 years possessing a valid GoCard, Seniors 65 years or over with proof of age, or as otherwise permitted under the Transit Tariff. Proof of Concession fare eligibility, as stated in the Transit Tariff, and this Compass ticket must remain in the possession of the user at all times, and must be produced for inspection on request of any Transit Employee.

Compass Inquiries 604.398.2042 TransLink Customer Information 604.953.3333 www.translink.ca

NO REFUNDS OR REPLACEMENTS - NON TRANSFERABLE ONCE TAPPED

ED-16-40 Compass No: Removed in accordance with

You must tap in and out as required by TransLink's Transit Tariff.
 Do not laminate, hole punch, or alter in any way.
 Use of this Compass ticket is deemed acceptance of the terms and conditions of TransLink's Transit Tariff and the Compass Ticket Terms and Conditions of Use, as amended from time to time. Contravention may result in confiscation of this ticket, prosecution, and/or other consequences. To view the full Compass Ticket Terms and Conditions of Use, the Transit Tariff and the Privacy Policy, visit www.translink.ca.
 When a Concession Product is purchased, it may only be used by children 5-13 years, Secondary Students 14-19 years possessing a valid GoCard, Seniors 65 years or over with proof of age, or as otherwise permitted under the Transit Tariff. Proof of Concession fare eligibility, as stated in the Transit Tariff, and this Compass ticket must remain in the possession of the user at all times, and must be produced for inspection on request of any Transit Employee.

Compass Inquiries 604.398.2042 TransLink Customer Information 604.953.3333 www.translink.ca

NO REFUNDS OR REPLACEMENTS - NON TRANSFERABLE ONCE TAPPED

ED-16-40 Compass No: Removed in accordance with

 RECEIPT
 NOT VALID FOR TRAVEL

TransLink
 CANADA LINE
 Waterfront Stn
 TVN0123
 Wed 27 Sep 17 04:52PM

Payment Type: VISA
 Purchase: 2 Zone Ticket
 Product Price: \$ 4.10

Compass Ticket #: Removed in accordance with
 Credit Card #: Removed in accordance with
 Auth #: 058000
 Ref #: TUC3CBVTSB0
 Receipt #: 42747

Card Entry: Chip
 AID:A0000000031010
 IWK:0080008000
 P.I:F800

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

Thank You!

Destiny Remo

From: A CAPPELLA CATERING <esp_receipt@moneris.com>
Sent: Tuesday, September 26, 2017 11:43 AM
To: Destiny Remo
Subject: Transaction Receipt - Do Not Reply

A CAPPELLA CATERING
12105-120 Avenue
Edmonton AB
T5L 4K4
T: 780-454-2642

www.acappella.ab.ca

APPROVED

TYPE PURCHASE

ORDER ID 112001 dep

AMOUNT (CAD) \$782.30

CARD NUM **** * Remove

ACCOUNT VISA

DATE Sep 26 2017 11:42AM

REF NUM Removed in accordance
with FOIP

AUTH CODE

APPROVED - THANK YOU 027

Please keep this email as your transaction receipt.

This receipt has been sent from an unmonitored email account.
Do not reply to this email.

D
DELTA
HOTELS
MARRIOTT

VANCOUVER DOWNTOWN
SUITES

550 West Hastings St, Vancouver, British Columbia, V6B 1L6
Tel: 604-689-8188 Fax: 604-605-8881

Mrs Jill Matthew
Xxx
Xxx NE 11111
United States

Room: 1203
Folio: Remove
Cashier: void in
Arrival: 09-24-17
Departure: 09-27-17
Reference:

Date	Description	Additional Information	Charges	Credits
09-24-17	Manhattan, Spencers & IRD	Room# 1203 : CHECK# 0032978	53.20 ✓	
09-24-17	Room Charge		215.00	
09-24-17	Destination Marketing Fee (DMF)		2.78	
09-24-17	Rooms - GST		10.89	
09-24-17	Municipal Room Tax (MRT)		6.53	
09-24-17	Rooms - Provincial Tax - PST		17.42	
09-25-17	Room Charge		215.00	
09-25-17	Destination Marketing Fee (DMF)		2.78	
09-25-17	Rooms - GST		10.89	
09-25-17	Municipal Room Tax (MRT)		6.53	
09-25-17	Rooms - Provincial Tax - PST		17.42	
09-26-17	Manhattan, Spencers & IRD	Room# 1203 : CHECK# 0032026	33.90 ✓	
09-26-17	Room Charge		215.00	
09-26-17	Destination Marketing Fee (DMF)		2.78	
09-26-17	Rooms - GST		10.89	
09-26-17	Municipal Room Tax (MRT)		6.53	
09-26-17	Rooms - Provincial Tax - PST		17.42	
09-27-17	Visa	XXXXXXXXXX Remove XX/XX		844.96

Total	844.96	844.96
Balance Due	0.00	CDN

GST Summary	
Registration No: 830897336	
Room	32.67
F&B	3.60
Other	0.00
Total	36.27

PST Summary	
Room	52.26
F&B	0.00
Other	0.00
Total	52.26

Guest Signature: _____

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

IN ROOM DINING
DELTA VANCOUVER SUITES
550 WEST HASTINGS STREET
VANCOUVER, BC V6B 1L6
604-689-8188

Re Jeff

IK 2026 TBL 1203 /
GST
26 SEP'17 5:57 PM

DELIVERY CHARGE 4.00
MILK 4.00
PORK MEDALLION 20.00

Subtotal: \$28.00
GST TAX \$1.40

5:59 PM
TOTAL DUE: \$29.40

PLEASE COMPLETE FOR ROOM CHARGES

ACTIVITY 4.50

TOTAL 33.90

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE _____
ST# 896692290RT002 PST# 830897336B10.1



Check Detail

IN ROOM DINING
DELTA VANCOUVER SUITES
550 WEST HASTINGS STREET
VANCOUVER, BC V6B 1L6
604-689-8188

Room Jeff 2

CHK 2978 TBL 1203/1
GST 1
24 SEP'17 4:58 PM

1 DELIVERY CHARGE	4.00
1 SOUP DAILY	10.00
1 SALMON FARRO	26.00
1 MILK	4.00
Subtotal:	\$44.00
	\$7.00
GST TAX	\$2.20
Total:	\$53.20
Change Due	\$0.00
CHARGE TIP \$	\$7.00
ROOM/ACCT CHG	\$53.20
Re Matthew	
----- Check Closed -----	
24 SEP'17 5:47 PM	



Check Detail

IN ROOM DINING
DELTA VANCOUVER SUITES
550 WEST HASTINGS STREET
VANCOUVER, BC V6B 1L6
604-689-8188

Rem Jeff 2

CHK 2026 TBL 1203/1
GST 1
26 SEP'17 5:57 PM

1 DELIVERY CHARGE 4.00
1 MILK 4.00
1 PORK MEDALLION 20.00
Subtotal: \$28.00
GST TAX \$4.50
Total: \$33.90
Change Due \$0.00
CHARGE TIP \$ \$4.50
ROOM/ACCT CHG \$33.90

Rem Matthew
Check Closed
26 SEP'17 6:43 PM

Destiny **Remo**
ved in

From: A CAPPELLA CATERING <esp_receipt@moneris.com>
Sent: Thursday, September 28, 2017 10:55 AM
To: Destiny **Remo**
Subject: Transaction Receipt - Do Not Reply

A CAPPELLA CATERING
12105-120 Avenue
Edmonton AB
T5L 4K4
T: 780-454-2642

www.acappella.ab.ca

APPROVED

TYPE PURCHASE
ORDER ID 112455 dep
AMOUNT (CAD) \$625.71
CARD NUM ***** **Remo**
ACCOUNT VISA
DATE Sep 28 2017 10:54AM
REF NUM **Removed in**
AUTH CODE 010664

*Deposit Payment
for Senior Business
Officer's Breakfast + Lunch
Catering - 30+ people*

APPROVED - THANK YOU 027

Please keep this email as your transaction receipt.

This receipt has been sent from an unmonitored email account.
Do not reply to this email.

11:30am E

Use elevators
across from security
to 3rd Floor.

Fife N Dekel
7921 Coronet Road NW
Edmonton, AB T6E 4N7
Phone: (780) 465-4444

INVOICE

Invoice Date: 2017/09/28
Invoice Number: **Removed**
Terminal ID: CAT

Customer: NORQUEST
NORQUEST COLLEGE
10215 106 STREET NW

Removed in accordance with FOIP

Description	Qty	Price	Disc.	Total
SH AND BUNCH				
10 @	14.95	0.00		188.3
CATERING TREAT				
10 @	0.00	0.00		0.00
SEVRY CHARGE				
10 @	10.00	0.00		10.50

Item Subtotal: 198.87
Total Tax: 0.00
Total Due: 198.87
VISA 198.87

Total Tendered: 198.87

Change: 0.00

Please Remit to:

**This is your
INVOICE**

Thank You!
CATERING HOTLINE (780) 465-4444
GST # 13574 8374 RT0001

Printed September-28-17

FIFEN-DEKEL
7921 CORONET ROAD T6E4N7
EDMONTON AB
21998088

PURCHASE

09-28-2017 09:28
Acct # **Rem**
Date: / / Card Type
Auth #

860003

FS2199808801

Term # 10489

CVD Res

Auth # 064472

RRN 001662

\$198.87

Retain this copy for your
records
Customer copy

600532



Invoice

NORQUEST COLLEGE NORQUEST COLLEGE 10215 106 STREET NW EDMONTON AB T5J 1L6	Trip #: 131797 Booking Date: 30 Sep 17 Client: Removed in accordance with FOIP Agent: Removed in accordance with FOIP File Locator:
---	---

PASSENGERS: MRS BRENDA MATTHEW

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [Redacted]	230.00	15.21	\$0.00	74.25	0.00	319.46 CAD
BSP SERVICE FEES [Redacted]	15.00	0.75	\$0.00	0.00	0.00	15.75 CAD
AIR CANADA Ticket # [Redacted]	20.00	1.00	\$0.00	0.00	0.00	21.00 CAD
AIR CANADA Ticket # [Redacted]	100.00	5.00	\$0.00	0.00	0.00	105.00 CAD
AIR CANADA Ticket # [Redacted]	6.00	0.30	\$0.00	0.00	0.00	6.30 CAD
Total:	371.00	22.26	0.00	74.25	0.00	467.51 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[Redacted]	09/29/2017		[Redacted]	319.46 CAD
	[Redacted]	09/29/2017		[Redacted]	15.75 CAD
	[Redacted]	09/30/2017	J MATTHEW	[Redacted]	21.00 CAD
	[Redacted]	10/13/2017	B MATTHEW	[Redacted]	105.00 CAD
	[Redacted]	10/13/2017	B MATTHEW	[Redacted]	6.30 CAD
				Total Payment:	467.51 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 22.26 Total HST \$0.00

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
 ***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147-PLEASE QUOTE AGCESS CODE 2EC0 *****
 *****PLEASE REVIEW YOUR ITINERARY FOR ACCURACY*****
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY

GOVERNMENT CENTRE
 MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
 Tél.: 780 425 8611
 GST REG# 885101915

NORQUEST COLLEGE
 NORQUEST COLLEGE
 10215 106 STREET NW
 EDMONTON AB
 T5J 1L6

Trip #: 131797
 Booking Date: 30 Sep 17
 Client: **Removed in accordance with FOIP**
 Agent:

File Locator:

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
BRENDA MATTHEW	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: BRENDA MATTHEW

Booking Date: 09/30/2017
 File Locator/Ticket #: **Removed**

From: EDMONTON INTL
 To: CALGARY INTL
 Departing on: 10/16/2017
 Returning on: 10/16/2017



AIR

Passengers: BRENDA MATTHEW

Booking Date: 10/13/2017
 File Locator/Ticket #: **Removed**

From: EDMONTON INTL
 To: CALGARY INTL
 Departing on: 10/16/2017
 Returning on: 10/16/2017



AIR

Passengers: BRENDA MATTHEW

Booking Date: 09/29/2017
 File Locator/Ticket #: **Removed**

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08133	EDMONTON INTL 10/16/2017 7:40AM		CALGARY INTL 10/16/2017 8:37AM	T		
AIR CANADA	08150	CALGARY INTL 10/16/2017 3:40PM		EDMONTON INTL 10/16/2017 4:30PM	T		

Description: CHANGE FEE
 Passengers: BRENDA MATTHEW

Booking Date: 10/13/2017
 File Locator/Ticket #: **Removed**

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	8228	EDMONTON INTL 10/15/2017 8:55AM		CALGARY INTL 10/18/2017 9:48AM			

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

CARD *****Remo
CARD TYPE VISA
DATE 2017/10/03
TIME 4172 12:45:03
RECEIPT NUMBER
C82010508-001-007-004-0

PURCHASE
AMOUNT \$48.67
TIP \$7.30
TOTAL

\$55.97

VISA CREDIT
A6000000031010
73D88C0764DC8FE7
0280008000-E800
D4A2E05F093FF50C
0280008000-F800

APPROVED

AUTH# 090878 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Destiny **Removed in**

From: A CAPPELLA CATERING <esp_receipt@moneris.com>
Sent: Wednesday, October 4, 2017 11:39 AM
To: Destiny **Removed in**
Subject: Transaction Receipt - Do Not Reply

A CAPPELLA CATERING
12105-120 Avenue
Edmonton AB
T5L 4K4
T: 780-454-2642

www.acappella.ab.ca

APPROVED

TYPE PURCHASE

ORDER ID 112001

AMOUNT (CAD) \$782.31

CARD NUM ***** **Removed in**
ACCOUNT VISA

DATE Oct 04 2017 11:38AM

REF NUM **Removed in**

AUTH CODE 001162

APPROVED - THANK YOU 027

Please keep this email as your transaction receipt.

This receipt has been sent from an unmonitored email account.
Do not reply to this email.

save-on-foods #6613
9th & Jasper
Visit www.saveonfoods.com
G.S.T #R846980878

College Services Town Hall
- Year end celebration

RECALL TRANSACTION
TERMINAL: 035
TRANS-NO: 4735

GIFT CARD
Account #***** Rem 25.00
White Cupcakes 6pk 272.58
42 @ 6.49

Sub Total \$297.58
15% Order Discount
272.58 @ 15.00 % -40.89

BALANCE DUE \$256.69
Credit \$256.69
[K] XXXXXXXXXXXX Rem

Gift card - delivery
to driver.
to delivery driver.

(~~Save~~ Save on Foods Policy)

-----TRANSACTION RECORD-----

TYPE: Purchase
ACCT: VISA \$ 256.69
CARD NUMBER: ***** Rem
DATE/TIME: 10/11/2017 13:17:38
REFERENCE #: 0010017680 M
TERM: 66261586
AUTHOR.# : 033631

01 APPROVED - THANK YOU 027

Cardholder will pay card issuer above amount pursuant to cardholder agreement

IMPORTANT;
retain this copy for your records

CUSTOMER COPY

CHANGE \$0.00

GIFT CARD ACTIVATION
Gift Card M# ***** Rem
+++ APPROVED +++
Gift Card Balance: \$25.00
th #896045

RECEIPT
Impark Lot 360
Canada Place

Stall # 413

Expiration Date/Time

01:28 PM
OCT 17, 2017

Purchase Date/Time: 11:28am Oct 17, 2017
Total Parking: \$9.52
Total GST: \$0.48
Total Due: \$10.00
Total Paid: \$10.00
Ticket #: Rem
SN #: 50001620359
Setting: Lot 360
Mach Name: Meter 1

Rate: \$10 - 2 hours
Payment Type: Card

#XXXX Rem / Visa

Auth #: 040524

gst #887315638RT0006
NO IN AND OUT PRIVILEGES

PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT

save-on-foods #6613
9th & Jasper
Visit www.saveonfoods.com
G.S.T #R846980878

FLORAL DELIVERY 12.00 G
Fruit Basket 49.99 G

Sub Total \$61.99

Tax-Code Taxable-Value Tax-Value
GST 61.99 3.10

BALANCE DUE \$65.09

Credit \$65.09

[K] XXXXXXXXXX Remo

-----TRANSACTION RECORD-----

TYPE: Purchase

ACCT: VISA \$ 65.09

CARD NUMBER: ***** Remo
DATE/TIME: 10/19/2017 16:30:35
REFERENCE #: 0010011810 M
TERM: 68281588
AUTHOR.# : 064484

01 APPROVED - THANK YOU 027

Cardholder will pay card issuer above amount pursuant to cardholder agreement

IMPORTANT:
retain this copy for your records

CUSTOMER COPY

CHANGE \$0.00

By being a More Rewards Cardholder
You could have earned 62 points

How was your visit today?

Tell us at www.saveonfoods.com/survey
and enter to win a \$1000
Save On Foods gift card

100% MONEY BACK GUARANTEE
if returned within 14 days of
purchase with original receipt
(some restrictions apply)

CASHIER NAME: Shelley(flora)
C0116 Rem 16:29:51 190ct2017
S06613 R035

*Fruit Basket
- Bereavement
gift*

A Cappella Catering

12105-120 Avenue
Edmonton, Alberta T5L 4K4
Phone: 780.454.2642 Fax: 780.454.2748
Emergency Pager: 780.901.5053
GST Registration #R133907790

INVOICE

Event Date: 10/06/17
Invoice #: Remove

Sold To: Norquest College
Contact Name: Destiny Kem
Phone Number: Removed in
Email Address: removed in

*Senior Business
officer's breakfast
+ Lunch catering-*

DELIVERY ADDRESS

Site Name: Norquest College - Main Campus
Site Address: 10215 - 108 Street, Edmonton, Alberta

DESCRIPTION

Guest Count: 33
Type: Invoice

Invoice - 10/06/17 - 07:30 am

32	Continental Breakfast Package A for 12+ guests @ 5.25	168.00
2	Gluten Friendly Muffins @ 5.64	11.28
1	Coffee 65 Cup @ 57.12	57.12
18	Asst. Teas (36 Cup), Um @ 1.25	22.50
2	Apple Juice Pitcher @ 6.48	12.96
3	Orange Juice Pitcher @ 6.48	19.44
33	Fruit 4oz @ 2.24	73.92
32	Solo Cream of Broccoli and Cauliflower Soup @ 2.58	82.56
33	Marinated Vegetable Salad Duet @ 2.18	71.94
33	Romaine and Mandarin Salad Duet @ 1.65	54.45
32	Add On Hot Finger Foods Package B @ 3.32	106.24
32	Wrap Package B 24+ @ 10.75	344.00
32	Dessert Selection Lunch @ 1.49	47.68
1	Gluten Friendly Minestrone @ 3.12	3.12
1.5	Gluten Friendly Turkey Sandwich @ 6.75	10.13
2	Gluten Friendly Morning Glories @ 0.85	1.70
33	Assorted Pop, Juice and Bottled Water @ 1.66	54.78
1	Custom Delivery/Retrieval Charge @ 62.50	62.50
2	Heat Lamp/s @ 18.45	36.90
33	Disposable Glass 7 oz @ 0.08	2.64
33	Disposable Cup Coffee @ 0.12	3.96
33	Continental Disposable Setting w/o Buttercups @ 0.28	9.24
33	Butter Cups @ 0.10	3.30
33	Hors d' Oeuvres Disposable Setting @ 0.27	8.91
33	Cold Lunch Soup & Salad Disposable Setting @ 0.71	23.43

Subtotal 1,292.70
Gratuity 0.00

10/05/17 - 12:24:42 PM

Page 1 of 2

Celebrating 25 Years!

Find us on Facebook !

Removed in
[redacted]

5%	Taxes	64.64
	Total	1,357.34
<hr/>		
	Paid	625.71
	Balance	731.63

Payment Terms: Visa
Payment Due Date: 10/07/17

P.O. Number:
Meeting Organizer:
Expenditure Type:



Employee ID / Name Removed Brenda Jill Matthew	Comment
Sheet ID 0000014569	
Business Purpose NorQuest Corporate Visa card	

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2017/09/01	HOST	Hosting: U of A VP Finance	6003	10	80000	999			55.55
2017/09/01	AIRTRAV	Travel to Vancouver for DEP Course	6000	10	80000	999			375.11
2017/09/12	HOST	Gifts for DCDP Celebration Team	6003	20	87400	999		LC90006	1,100.00
2017/09/14	HOST	Meal for DCDP Celebration Lunch	6003	20	87400	999		LC90006	448.52
2017/09/15	SUPPL	Venue and Meals for Strategic Planning Meeting	6054	10	80000	999			985.11

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 Oct 12/17
Employee Signature Date

Jodi Abbott Oct 12/17.
Approved by Date

Jodi Abbott
Print Name

Total Expenses:	2964.290	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	2964.290	

THE
PARLOUR

ITALIAN KITCHEN & BAR

10334 108 Street
 Edmonton, AB
 GST# 813175427 RT0001

BROOKE

90/2 Chk 4546 Gst 2
 Aug31'17 12:07PM

TEA	4.00
POP	4.00
1 POP REFILL	0.00
1 BEET & ARUGULA	14.00
2 ADD CHICKEN @ 6.00	12.00
1 FULL CAESAR	12.00

Subtotal	46.00
46.00 GST	2.30
Amount Due	48.30

Thanks for Dining With Us!
 PLEASE PAY SERVER

 EAT WELL. LIVE WELL.

APERITIVO (HAPPY HOUR)
 MONDAY TO FRIDAY
 3:00pm to 6:00pm

DON'T FORGET TO JOIN US
 FOR LUNCH. WE OPEN AT 11:30AM

 www.centuryhospitality.com

ITALIAN
 KITCHEN
 108 Street
 AB T5J 1L
 90-0404

TRANSACTION RECORD
 3216
 90
 4546
 #1: 2
 #1: Re
 Name: BROOKE

re-Authorization

Removed in

Amount \$48.30
 Tip \$7.00
 TOTAL CAD \$55.35

Finance #:
 42534 0010270020
 #: 052378
 #312/W66242534 001
 08/31 13:03:34

CREDIT
 000031010
 08000 F800

APPROVED - THANK YOU!
 01-027

VERIFIED BY PIN
 Customer Copy

IMPORTANT
 Retain this copy
 for your records



eTicket Receipt

Prepared For
MATTHEW/JILL MRS [ADT]

RESERVATION CODE	Remove
ISSUE DATE	01Sep17
TICKET NUMBER	Removed in
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SSW
FREQUENT FLYER NUMBER	Removed in

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
16Nov17	WESTJET WS 141	EDMONTON INTL AB, CANADA Time 5:15pm	VANCOUVER BC, CANADA Time 5:55pm Terminal MAIN TERMINAL	Fare Family Econo Seat Number 05A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IA14UJK Not Valid Before 16NOV17 Not Valid After 16NOV17
19Nov17	WESTJET WS 186	VANCOUVER BC, CANADA Time 7:00pm Terminal MAIN TERMINAL	EDMONTON INTL AB, CANADA Time 9:27pm	Fare Family Econo Seat Number 06A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis GA14FLG Not Valid Before 19NOV17 Not Valid After 19NOV17

Allowances

Baggage Allowance

YEG to YVR - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YVR to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 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 CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET, ETC

Carry On Allowances

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

Carry On Charges

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

Payment/Fare Details

Form of Payment	CREDIT CARD - VISA : Removed in accordance with
Fare Calculation Line	YEA WS YVR100.00WS YEA149.00CAD249.00END
Fare	CAD 249.00
Taxes/Fees/Carrier-Imposed Charges	CAD 14.25 CA1 (AIR TRAVELLERS SECURITY CHARGE) CAD 16.86 XG (GOODS AND SERVICES TAX (GST)) CAD 50.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
Total Fare	CAD 354.11

Other Charges

SEAT ASSIGNMENT # Removed in accordance with (YEG-YVR / QTY 1, YVR-YEG / QTY 1)	CAD 20.00
Taxes	CAD 1.00
Form of Payment	CREDIT CARD - VISA : Removed in accordance with FOIP
Total	CAD 21.00
Total Fare and Other Charges	CAD 375.11

Positive identification required for airport check in

Notice:

Travel info

QST # 1202807956TQ0001 GST # 866112535

For details about flying with Westjet, print [the important flight information package](#) or browse our travel info:

- [Baggage fees](#) (\$25-\$118 per bag; additional \$75-\$88.50 per bag for overweight or oversize)
- [Baggage allowances](#) (Carry-on, checked, sporting goods, restricted items)
- [Children, infants and expectant mothers](#)
- [Fare options](#) (Econo, Flex, Plus, and Member Exclusive)
- [Guests with special needs](#)
- [ID requirements](#)
- [Inflight services](#) (Inflight entertainment and buy-on-board menu)
- [Seat selection](#) (Seat maps, seats in Plus)

At Westjet, getting you to your destination safely and on time are top priorities for us. To help ensure an on-time departure, we adhere to our check-in and baggage cut-off times. Please make sure you're familiar with these

Main #101

Violino Gastronomia Italiana
10133 - 125 Street
Edmonton, AB T5N 1S7
Phone (780)757-8701
Business # 859860355RT0001

Date: Sep 12, 2017 Time: 12:47PM
Server: Danny # Guest: 1
Bill: [Redacted] Table: 101

1 Gift Card 116

Total 1100.00

Open Time : Sep 12, 2017 12:47PM

Book Your Private Party
at
VIOLINO

VIOLINO RESTAURANT
10133 125 STREET STREET
EDMONTON AB

CARD ***** [Redacted]
CARD TYPE VISA
DATE 2017/09 12
TIME 4142 13:48 53
RECEIPT NUMBER
#2035601-001-935-003 0

PURCHASE
TOTAL
\$1,100.00

VISA CREDIT
A 600000031010
660019CB0C049E35
0000008000-E800
JA33A0F162C4B18E
0000008000-F800

APPROVED

AMH# 023593 01-64
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORD

GIFTS FOR 11 PEOPLE -
GIVEN DURING DCDP
CELEBRATION LUNCH.

Suite 102, 10359 104 St

Edmonton, AB

GSI# 81523 6971

Table #4

Trans # 49445
14/11/2017 12:58 PM

Serv: Annie
Cust:1

Quant	Description	Cost
10	Cafe de Olla	\$35.00
1	Platter for Two	\$45.00
1	Add Beef For 4	\$40.00
2	Full Roasted Cauliflowe	\$32.00
1	Vegetales Rostizado	\$15.00
1	Shrimp and Chorizo	\$35.00
1	Refill Tortilla \$2	\$2.00
2	Roasted Pineapple	\$34.00
2	Chips & Salsa	\$24.00
1	Platter for Four	\$80.00
1	Chirros	\$20.00

Net Total: \$362.00

GST \$18.10

→ TIP: \$68.42

TOTAL: \$448.52

Tip Included=

Amount Due: \$448.52

Food: \$327.00
Beverage: \$35.00

Gracias!

ROSTIZADO

10359-104 ST UNIT T5J1B9

EDMONTON AB

20251926

GW2025192602

**** PURCHASE ****

09-14-2017 13:01:27

Acct # ***** Remo C

Exp Date **/** Card Type VI

Name: JILL MATTHEW

A0000000031010 VISA CREDIT

Operator: Remo

Trace # 3094

Inv. # 3343

Auth # 036499 RRN 001953003

Total \$448.52

(001) APPROVED-THANK YOU

Retain this copy for your records
Customer copy

INVOICE

Fort Edmonton Management Company

Bill Knight
Box 2359
Edmonton Alberta T5J 2R7
Canada

www.fortedmontonpark.ca

Paid

Invoice #: Remo
Invoice Date: Sep 7, 2017
Reference: Remo
Due date: Sep 7, 2017

Amount due:
\$0.00

Bill To:

Removed in accordance
with EQIP

Description	Quantity	Price	Amount
Norquest College Meeting Deposit Johnson's Cafe, September 18, 2017	1	\$985.11	\$985.11
		Subtotal	\$985.11
		Shipping	\$0.00
		Total	\$985.11
		Amount paid	-\$985.11
		Amount due	\$0.00 CAD

Notes

Please see attached invoice for your event at Fort Edmonton Park. Payment can be made online by credit card or by company cheque made payable to Fort Edmonton Park Management Company.

Employee ID / Name Removed Brenda Jill Matthew	Comment
Sheet ID 0000014168	
Business Purpose NorQuest Corporate Visa card	



Date	Expense Type	Description	Account	Fund.	DeptID	Location	Analysis	Project	Amount
2017/06/09	AIRTRAV	Air Canada Baggage Fee	6000	10	80000	999			26.25
2017/06/21	OTHER	Ground Transportation - Directors Education Program	6000	10	80000	999			4.00
2017/06/21	HOTEL	Hotel Fee Directors Education Program	6000	10	80000	999			946.40
2017/06/22	HOTEL	Hotel Fee for Power of Influence in Workplace	6000	10	80000	999			173.25
2017/07/13	OTHER	Meal - Drayton Valley Campus meeting	6901	10	80000	999			124.82
2017/07/17	AIRTRAV	Air Fare - Vancouver	6000	10	80000	999			334.16

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
Employee Signature

July 26, 2017
Date

[Signature]
Approved by

July 27, 17
Date

Removed in accordance with FOIP

Total Expenses:	1608.880	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	1608.880	

RECEIVED
NorQuest College
JUL 27 2017
Office of the President

My Wallet

Review My Wallet Receipts

Brenda Jill Matthew

Search Criteria ?

From Date:
 Through:

*Receipt Data Source:

*Transaction Status:

Details ?

Mark for Delete	Date	Expense Type	Merchant	Additional Details	Attachments	Amount	Non-Reimbursable
<input type="checkbox"/>	2017/06/09	Air Fare	AIR CANADA			26.25 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/06/21	Regular Travel	Removed			4.00 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/06/21	Other Regular Travel	COMPASS VENDING			946.40 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/06/22	Hotel Regular Travel	DELTA VANCOUVER SUITES			173.25 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/06/22	Hotel Regular Travel	METROPOLITAN HOTEL 645 HO			124.82 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/07/13	Hosting	MR. MIKES DRAYTON VALLEY			334.16 CAD	<input type="checkbox"/>
<input type="checkbox"/>	2017/07/17	Air Fare	WESTJET				<input type="checkbox"/>
		Regular Travel	Remove				

Add Expense ?

D
DELTA
 HOTELS
 MARRIOTT

VANCOUVER DOWNTOWN
 SUITES

550 West Hastings St, Vancouver, British Columbia, V6B 1L6
Tel: 604-689-8188 Fax: 604-605-8881

3

Mrs Jill Matthew
 Xxx
 Xxx NE 11111
 United States

Room: 2305
 Folio: Removed
 Cashier: Removed
 Arrival: 06-18-17
 Departure: 06-21-17
 Reference:

Date	Description	Additional Information	Charges	Credits
06-18-17	Manhattan, Spencers & IRD	Room# 2305 : CHECK# 0032170	42.70	
06-18-17	Room Charge		240.00	
06-18-17	Destination Marketing Fee (DMF)		3.10	
06-18-17	Rooms - GST		12.16	
06-18-17	Municipal Room Tax (MRT)		7.29	
06-18-17	Rooms - Provincial Tax - PST		19.45	
06-19-17	Room Charge		240.00	
06-19-17	Destination Marketing Fee (DMF)		3.10	
06-19-17	Rooms - GST		12.16	
06-19-17	Municipal Room Tax (MRT)		7.29	
06-19-17	Rooms - Provincial Tax - PST		19.45	
06-20-17	Manhattan, Spencers & IRD	Room# 2305 : CHECK# 0032208	57.70	
06-20-17	Room Charge		240.00	
06-20-17	Destination Marketing Fee (DMF)		3.10	
06-20-17	Rooms - GST		12.16	
06-20-17	Municipal Room Tax (MRT)		7.29	
06-20-17	Rooms - Provincial Tax - PST		19.45	
06-21-17	Visa	Removed in accordance with FOIP		946.40

hotel = 846.00

GST Summary	
Registration No: 896692290	
Room	36.48
F&B	4.00
Other	0.00
Total	40.48

PST Summary	
Room	58.35
F&B	0.00
Other	0.00
Total	58.35

Total	946.40	946.40
Balance Due	0.00	CDN

Guest Signature: _____

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

* RECEIPT *
* NOT VALID FOR TRAVEL *

TransLink
980-CANADA LINE
Waterfront Stn
TVM50123
Wed 21 Jun 17 03:55PM

Payment Type: VISA

Purchase: 2 Zone Ticket

Product Price: \$ 4.00

Compass Ticket #: *****

Credit Card #: *****

Auth #: 061683
Ref #: TUC3CBVJEJJV
Receipt #: 35843

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

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

Thank You!

2

IN ROOM DINING
DELTA VANCOUVER SUITES
550 WEST HASTINGS STREET
VANCOUVER, BC V6B 1L6
604-689-8188

Removed in accordance with FOIP
Diana

CHK 2170 TBL 2305/1
GST 1
18 JUN'17 6:52 PM

DELIVERY CHARGE 4.00
SALAD MIXED 12.00
TACO FISH 14.00
MILK 4.00

Subtotal: \$34.00
GST TAX \$1.70

6:52 PM
TOTAL DUE: \$35.70

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY 7.00

TOTAL 42.70

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE _____

GST# 896692290RT002 PST# 830897336BT00

IN ROOM DINING
DELTA VANCOUVER SUITES
550 WEST HASTINGS STREET
VANCOUVER, BC V6B 1L6
604-689-8188

Removed in accordance with FOIP
Jeff

CHK 2208 TBL 2305/1
GST 1
20 JUN'17 6:21 PM

DELIVERY CHARGE 4.00
DIP VEGGIE 9.00
WINGS SRIRACHA 14.00

Removed in accordance with FOIP

Subtotal: \$48.00
GST TAX \$2.30
TAX LIQR 10% \$1.90

6:21 PM
TOTAL DUE: \$50.20

PLEASE COMPLETE FOR ROOM CHARGES

GRATUITY 7.50

TOTAL 57.50

ROOM NUMBER _____

PRINT LAST NAME _____

SIGNATURE _____

GST# 896692290RT002 PST# 830897336BT00

57.50
-19.00
38.50

Removed in accordance with FOIP



METROPOLITAN HOTELS

4

Reservation Number **Remo**

Send to **Global Knowledge**
Ms. Alison harding
9000 Regency Parkway
Suite 500
CARY, NC 27518

Phone **Removed in accordance**

Guest Name
Company **Global Knowledge**

Arrival Date
6/21/2017

Departure Date
6/24/2017

Room Information **0907 - Luxury King**

Bill To **Removed in accordance**

Phone x,
x

Folio Number **Remo**

Trans Date	Description	Voucher	Amount
6/22/2017	No Show Charge	no showed	165.00
6/22/2017	Good & Service Tax	no showed	8.25
Subtotal			173.25
Total Charges			173.25

Payments

6/22/2017	Visa	Removed in accordance with FOIP	-173.25
Subtotal			-173.25
Total Payments			-173.25

Balance Due: 0.00

Totals	
Good & Service Tax	\$8.25
No Show Charge	\$165.00
Total	\$173.25

GST# R136359494

I have received the goods and / or services in the amount shown here on. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part or the full amount of these charges. If charging to a credit card, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Guest Signature: _____



METROPOLITAN
HOTELS

4

Reservation Number **Remo**
Send to Global Knowledge
Ms. Alison harding
9000 Regency Parkway
Suite 500
CARY, NC 27618
Phone 919-461-8688
Guest Name **Removed**
Company Global Knowledge

Bill To **Removed in**
x
Phone x

Folio Number 341970
Trans Date Description
Charges
6/22/2017 No Show Charge
6/22/2017 Good & Service Tax

Total Charges

Payments

6/22/2017 Visa *****
Total Payments

Totals

Good & Service Tax \$8.25
No Show Charge \$165.00
Total \$173.25

GST# R136359494

Because of a changed reservation, we were charged by hotel for a "no show". Lisa has spoken to hotel and they are going to reimburse us for half the charge.

The charge is for a course attended by Todd.

Jill

I have received the goods and / or services in the amount shown here on. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part or the full amount of these charges. If charging to a credit card, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Guest Signature: _____

MR MIKES Steakhouse Casual

CHECK # 57291 DATE 7/13/17
TABLE # 304 TIME 1:10PM

LODGE : JESS Rem

ITEMS ORDERED	AMOUNT
1 YAM FRIES	8.99
2 SALAD KICKASS CH	34.98
3 Lunch Feature	38.97
1 Add Gravy	2.99
5 POP-RESTRNT	17.45

SUBTOTAL 103.38
GST 5.16

TOTAL DUE 108.54

Tell us all about your experience today and get a chance to WIN A \$100 Mr Mikes Gift Card and chances to win Daily Cash plus other weekly prizes. Keep this receipt and visit www.mymrmikesvisit.com or call 1-866-525-0617

***** SURVEY ENTRY CODE *****
853357291

For complete rules, eligibility, sweepstakes period and PREVIOUS WINNERS please visit www.mymrmikesvisit.com

VALIDATION CODE: _____

5

MR. MIKES DRAYTON VALLEY
2248 50ST
DRAYTON AB

CARD ***** Remo
CARD TYPE VISA
DATE 2017/07/13
TIME 6402 13:11:23
SERVR ID Remo
CHECK # 57291
TABLE # 304 LODGE
RECEIPT NUMBER
C82000417-001-388-005-0

PURCHASE
AMOUNT \$108.54
TIP \$16.28
TOTAL

\$124.82

VISA CREDIT
A0000000031010
66E6E4B4A970EFB8
0080008000-E800
934F49303DABBCAC
0080008000-F800

APPROVED

AUTH# 012315 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS





6

eTicket Receipt

Prepared For
MATTHEW/BRENDA J MS [ADT]

RESERVATION CODE	Removed
ISSUE DATE	17Jul17
TICKET NUMBER	Removed in
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SSW
FREQUENT FLYER NUMBER	Removed in

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
24Sep17	WESTJET WS 177	EDMONTON INTL AB, CANADA Time 1:40pm	VANCOUVER BC, CANADA Time 2:16pm Terminal MAIN TERMINAL	Fare Family Econo Seat Number 04C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IA30K Not Valid Before 24SEP17 Not Valid After 24SEP17
27Sep17	WESTJET WS 170	VANCOUVER BC, CANADA Time 7:30pm Terminal MAIN TERMINAL	EDMONTON INTL AB, CANADA Time 9:56pm	Fare Family Econo Seat Number 04C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IA30UK Not Valid Before 27SEP17 Not Valid After 27SEP17

Allowances

Baggage Allowance

YEG to YVR - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YVR to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 35.00 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 CARD FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

Lorraine [Redacted]

From: Alan Skoreyko [Redacted]
Sent: Monday, July 17, 2017 11:21 AM
To: Lorraine [Redacted]
Subject: Re: Approval Required: Travel Authorization Form

Approved as submitted.

Al Skoreyko

Get [Outlook for Android](#)

From: Lorraine [Redacted]
Sent: Monday, July 17, 2017 10:48:00 AM
To: Al Skoreyko [Redacted]
Subject: Approval Required: Travel Authorization Form

Hi Al,

Please see attached Travel Authorization Form for Jill Matthew. Jill is Acting President this week and she would like to book her flight as it is a good price.

For your review and consideration.

Thanks.

Lorraine [Redacted]
Executive Assistant to
Dr. Jodi [Redacted] Abbott, President & CEO | NorQuest College
[Redacted]

10215 - 108 Street NW | Room A821
Edmonton, Alberta, Canada T5J 1L6
www.norquest.ca

[Facebook](#) | [Twitter](#) | [YouTube](#) | [LinkedIn](#) | [Instagram](#)

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NorQuest College.