

<b>Employee ID / Name</b>		Comment
0000021044	Jill Matthew	
<b>Business Purpose</b>		
NorQuest Expense Claim		

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/11/05	BREAKFS	AICPA Conference Meals	6000	10	80000	999			9.20 ✓
2019/11/07	DINNER	AICPA Conference Meals	6000	10	80000	999			20.75 ✓
2019/11/06	DINNER	AICPA Conference Meals	6000	10	80000	999			20.75 ✓
2019/11/06	LUNCH	AICPA Conference Meals	6000	10	80000	999			11.60 ✓
2019/11/06	BREAKFS	AICPA Conference Meals	6000	10	80000	999			9.20 ✓
2019/11/05	DINNER	AICPA Conference Meals	6000	10	80000	999			20.75 ✓
2019/11/05	LUNCH	AICPA Conference Meals	6000	10	80000	999			11.60 ✓
2019/11/08	DINNER	AICPA Conference Meals	6000	10	80000	999			20.75 ✓
2019/11/08	LUNCH	AICPA Conference Meals	6000	10	80000	999			11.60 ✓
2019/09/27	KMS	Travel to Calgary and back for meeting - 290km one way	6000	10	80000	999			292.90 ✓
2019/06/14	OTHER	Metaskiwin Campus Visit - lunch with Lisa & Chelsey	6000	10	80000	999			66.85 ✓
2019/05/15	OTHER	Parking for Indigenous Ceremony	6000	10	80000	999			16.00 ✓
2019/05/09	OTHER	Airport Parking for SBO meeting ?	6000	10	80000	999			97.00 ✓
2019/06/03	HOST	Lunch meeting with Brad Arkison	6003	10	80000	999			39.73 ✓
2019/11/01	OTHER	Parking for off site manager meeting	6000	10	80000	999			44.00 ✓
2019/09/23	OTHER	Parking for ATB event	6000	10	80000	999			20.00 ✓

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.

Employee Signature: *[Signature]* Date: Nov 26/19

Approved by: *[Signature]* Date: Nov 26/19

Print Name: Norma Schneider for Sadi Abbott

Total Expenses:	712.680	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	712.680	
Amount Due Vendor:	0.000	

-1  
-2  
-3  
-4  
-5  
-6  
-7  
-8  
-9  
-10  
-11  
-12  
-13  
-14  
-15  
-16

BEST WESTERN WAYSIDE INN  
4103 56TH STREET  
WETASKIWIN AB

CARD \*\*\*\*\*  
CARD TYPE MASTERCARD  
DATE 2019/06/14  
TIME 4133 14:12:13  
RECEIPT NUMBER  
C82001538-001-459-010-0

PURCHASE AMOUNT \$58.13  
TIP \$8.72  
TOTAL \$66.85

MASTERCARD  
A0000000041010  
D6B0029C5AF13D55  
0000008000-E800  
F356D53FBAA991B9

APPROVED

AUTH# 06403S 01.  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

Indigenous Ceremony  
Welcome to the EXPO CENTRE

116N-3  
GST# R13386 9990  
MAY15/2019  
E3 16.00 ✓  
CASH 16.00  
GST TXBL 15.24  
GST incl .76  
8001-000040 07:40R  
CLERK 1

11

Barneys Pub & Grill

Best Western Wayside Inn  
4103 - 56 Street, Wetaskiwin  
(780)312-7309  
G.S.T. # R104119318  
Table #206-2  
Trans#: 971143 Serv: # Cust:1  
6/14/2019 2:09 PM

Quan	Descript	Cost
2	Lounge Pop	\$5.71
1	Black and Bleu	\$15.95
1	Tennessee Jack Burger	\$15.95
1	Gravy	\$1.25
1	Grilled Cheese Burger	\$16.50
Net Total:		\$55.36
GST		\$2.77

TOTAL: \$58.13  
Amount Due: \$58.13  
Auth: \$55.36  
-<-REPRINTED->

Room Number \_\_\_\_\_  
Tip Amount \_\_\_\_\_  
Total \_\_\_\_\_  
Name \_\_\_\_\_

GST# R128599776 SBO  
Edmonton Airports  
Can-T5J 2T2 Edmonton  
Tax Code CA5%  
Exit Lane 12/05/19 16:14  
Receipt 096729  
Short-term parking tkt  
PL - No. 002588  
(9/05/19 13:39  
12/05/19 16:14  
Period 3d2h36'  
(Tax) \$97.00  
Total \$97.00  
Payment Received  
C \$97.00 ✓  
Merch: 82005340013  
Auth: 03304S  
Type: Swiped  
Sub Total \$92.38  
Tax 5% \$4.62

13

mgr Mtg 15

RECEIPT  
Impark Lot 02-237

License Plate Number  
Expiration Date/Time  
06:00 AM  
NOV 02, 2019  
Purchase Date/Time: 08:19am Nov 01, 2019  
Total Parking: \$41.90  
Total gst: \$2.10  
Total Due: \$44.00  
Total Paid: \$44.00 ✓  
Ticket #: 79051061  
S/N #: 500012451113  
Setting: Lot 237  
Mach Name: Meter 1  
Rate: \$44 - All Day  
Pmt Type: CC (Swipe)

MasterCard  
Auth #: 00492S

ATB Event 16

RECEIPT  
MacEwan University

Transportation Services  
Phone 780-497-5875  
Email: parking@macewan.ca  
License Plate Number  
Expiration Date/Time

07:00 PM  
SEP 23, 2019

Purchase Date/Time: 03:31pm Sep 23, 2019  
Total Due: \$20.00  
Total Paid: \$20.00 ✓  
Ticket #: 00038738  
S/N #: 500013240863  
Setting: Alberta College 2  
Mach Name: Alberta College 2  
Rate: All Day Expires 7PM  
Pmt Type: CC (Swipe)

MasterCard  
Auth #: 03721S

GST R 10744821K

ELEMENT PARKING RECEIPT RECU DE STATIONNEMENT PARKING RECEIPT RECU DE STATIONNEMENT PARKING RECEIPT RECU DE STATIONNEMENT PARKING RECEIPT RECU DE STATIONNEMENT PARKING RECEIPT RECU DE STATIONNEMENT

Chelsey Petryna

**Subject:** Lunch | Brad & Jill  
**Location:** Meet Jill in Imagine Hall at 11:45 a.m. | Reservation at Doan's  
**Start:** Mon 6/3/2019 12:00 PM  
**End:** Mon 6/3/2019 1:00 PM  
**Recurrence:** (none)  
**Meeting Status:** Meeting organizer  
**Organizer:** Jill Matthew  
**Required Attendees:** Brad Arkison  
**Categories:** External Meeting

Brad – Jill had mentioned that the two of you would like to continue your discussions from a meeting over the lunch hour. If you have any preference on a restaurant, please let me know. Thanks!

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

No itemized receipt  
- See no receipt form

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2019/06/03  
TIME 1861 13:04:36  
RECEIPT NUMBER  
C82008388-001-123-015-0

PURCHASE  
AMOUNT \$34.55  
TIP \$5.18  
TOTAL


\$39.73 ✓

MASTERCARD  
A0000000041010  
D8A262D3980F9193  
0000008000-E800  
C41AABCEAAE29949

APPROVED

AUTH# 031073 01-027

## No Receipt Declaration

Declaration	
I, <u>Jill Matthew</u> hereby declare that I have lost, or never received the original receipt and have made every effort to obtain a duplicate receipt. I further declare that the expense was incurred for College business and that I have not and will not use this receipt (if found) to claim reimbursement from any other source in the future.	
Signature: 	Date: <u>Nov 26/19</u>

Receipt Details	
Reason for no receipt:	no itemized receipt
Vendor Name:	Doan's
Date of Purchase:	June 3, 2019

Itemized Expense Details	
Item Description	Amount
Lunch meeting with Brad Arkison	\$ 39.73
Total Amount of Purchase (including GST):	\$ 39.73

Approval		
Signing Authority Name: Norma Schneider for Jodi Abbott	Signature: 	Date: <u>Nov 28/19</u>

*Note: An original form is to accompany your expense claim, procurement card expense report or invoice.*