

Employee ID / Name Removed / Lorne Re Rubis	Comment
Sheet ID 0000019614	
Business Purpose NorQuest Expense Claim	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/04/08	HOTEL	Airbnb for March travel RE: NorQuest Restructure, Announcement & secure per housing in EDM	6000	10	13100	999			479.83
2019/04/08	AIRTRAV	Flight for March travel RE: NorQuest Restructure, Announcement & secure per housing in EDM	6000	10	13100	999			520.60

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: June 6, 2019

Approved by: *[Signature]* Date: June 2/19

Print Name: Jodi Abbott

Total Expenses:	1000.430	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	1000.430	
Amount Due Vendor:	0.000	

Belinda Van Papeveld

From: Lorne Rubis Removed in accordance with FOIP
Sent: Wednesday, June 5, 2019 8:21 PM
To: Belinda Van Papeveld
Subject: Fwd: Confirmation Letter - JJFZWO 03/24/19 - from Alaska Airlines

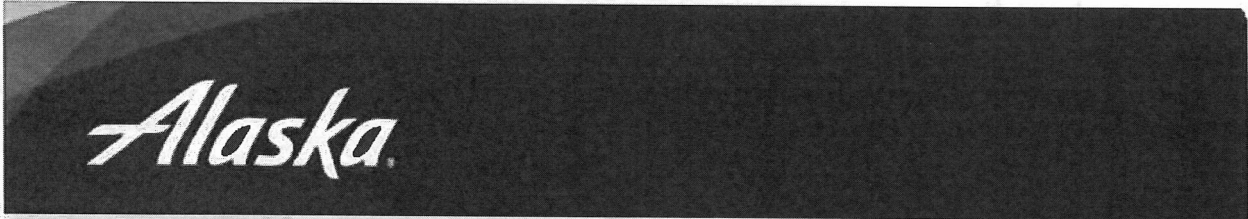
Could you copy this .. thnx

----- Forwarded message -----

From: Alaska Airlines <Alaska.IT@alaskaair.com>
Date: Tue, 4 Jun 2019 at 11:09 AM
Subject: Confirmation Letter - JJFZWO 03/24/19 - from Alaska Airlines
To: Removed in accordance with FOIP

See conversion rate and highlighted portion to show amount and date of purchase

If you have trouble viewing this message, [click here](#) to request a plain text-only version of this email.



Confirmation code:

JJFZWO

You're all set. Thank you for booking with Alaska and we look forward to seeing you on board.

[View full details about your flight reservation and fare.](#)

Flight	Departs	Arrives	Class	Traveler(s)	Seat(s)
--------	---------	---------	-------	-------------	---------

<i>Alaska</i>	Seattle (SEA)	Edmonton, Canada (YEG)	Q	Lorne Rubis	8C★
Alaska 2542	Sun, Mar 24	Sun, Mar 24	(Coach)		
Embraer E175	9:45 am	12:55 pm			

Flight Operated By Horizon Air as AlaskaHorizon. Check in with Alaska Airlines.

<i>Alaska</i>	Edmonton, Canada (YEG)	Seattle (SEA)	R	Lorne Rubis	8B★
Alaska 2543	Wed, Mar 27	Wed, Mar 27	(Coach)		
Embraer E175	1:40 pm	2:50 pm			

Flight Operated By Horizon Air as AlaskaHorizon. Check in with Alaska Airlines.

★Premium Class seat has been selected for this flight.

Additional information

Prohibited hazardous materials

The Federal Government has specific restrictions about hazardous materials in carry-on and checked baggage. Failure to declare hazardous materials may result in civil and criminal penalties. For more information, visit: [the FAA website](#).

International travel information

Customs and Immigration agencies require documents that prove citizenship when traveling across international borders. The traveler is responsible for obtaining all necessary travel documents and complying with the laws of each country flown from, through, or into. Please visit our preferred provider, [TravelDoc](#), to determine the documentation and visa requirements for your chosen destination.

A ticket is required and fees apply for [lap infants](#). Contact the international airline to pay the fee and arrange for ticketing immediately after purchasing the accompanying adult's reservation. Alaska Airlines does not issue lap infant tickets.



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Exclusive rates from leading car rental suppliers.

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FIND A CAR

Summary of airfare charges

Lorne Rubis

Mileage Plan # ***Remov

ticket 0272121207339

Base Fare and Surcharges	\$263.00
Taxes and Other Fees	\$97.33
Per person total	\$360.33

Total charges for air travel USD \$360.33

[View all taxes, fees and charges](#)

Summary of additional item charges

at upgrade purchases

Lorne Rubis, 2 seats	\$29.29
tax	\$0.71
Total for Lorne Rubis	\$30.00

Total charges for seat upgrades \$30.00

Total charges for additional items USD \$30.00

Total charges and credits

Non-refundable fare of \$390.33 was charged to the Mastercard card
with number *****Remo on 03/06/2019.

Travel insurance by Allianz Global Assistance



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ROCKETMILES

**Earn up to 10,000 miles per
night for stays worldwide.**

SEARCH HOTELS



Your receipt from Airbnb



Receipt ID: RCYSZFQJJB · Mar 06, 2019

Edmonton

3 nights in Edmonton

Sun, Mar 24, 2019 → Wed, Mar 27, 2019



Entire home/apt · 1 bed · 1 guest

10309 107 Street Northwest 306
Edmonton, AB T5J 1K3
Canada

Hosted by Curtis **Rem**
Confirmation code: HMAEPCJMJJ
Go to itinerary · Go to listing

Traveler: Lorne Rubis

Cancellation policy: Moderate
Cancel up to 5 days before check in and get a full refund (minus service fees). Cancel within 5 days of your trip and the first night is non-refundable, but 50% of the fees for the remaining nights will be refunded. Service fees are refunded if cancellation happens before check in and within 48 hours of booking.

Have a question?

[Visit the Help Center](#)

Airbnb Payments UK Ltd.

Airbnb Payments is a limited payment collection agent of your Host. It means that upon your payment of the Total Fees to Airbnb Payments, your payment obligation to your Host is satisfied. (i) the Host's cancellation policy (available on the Listing); or (ii) Airbnb's Guest Refund Policy Terms, available at www.airbnb.com/terms. Questions or complaints: contact Airbnb Payments UK Ltd. at +44 203 318 1111.

Security Deposit

Your Host requires a Security Deposit of \$1000 CAD to book this listing. The Guest is responsible for the amount of the Security Deposit, but it will not be charged unless the host makes a claim. Hosts can make a claim on the deposit within 14 days of your checkout date or before the next guest checks in, whichever is earlier. If a claim is initiated, Airbnb Customer Service will be in contact with both you and your Host to make sure both parties are represented fairly. Additional details regarding the Security Deposit are available at <https://www.airbnb.com/help/article/140>.

Payment processed by:
Airbnb Payments UK Ltd.
40 Compton St., London, EC1V 0AP
United Kingdom

www.airbnb.com



Price breakdown

\$120.00 x 3 nights	\$360.00
Cleaning fee	\$65.00
Service fee	\$54.83
Total (CAD)	\$479.83
<small>Will process in 2 payments</small>	
Payment 1 of 2 (CAD)	\$239.92

Payment

MASTERCARD Re	\$239.92
<small>Mar 06, 2019 - 04:36PM MST</small>	
Amount paid (CAD)	\$239.92



Your payment details

Edmonton

3 nights in Edmonton

Sun, Mar 24, 2019



Wed, Mar 27, 2019

Entire home/apt · 1 bed · 1 guest

Confirmation code: HMAEPCJMZJ



Payments

Payment 1 of 2

\$239.91

Mar 10, 2019 · 07:14PM MDT

MASTERCARD ---

[Get Receipt](#)

Payment 2 of 2

\$239.92

Mar 06, 2019 · 04:36PM MST

MASTERCARD ---

[Get Receipt](#)

Amount paid (CAD)

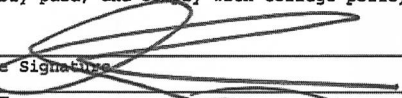
\$479.83

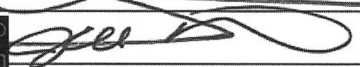
Employee ID / Name Removed / Lorne Rubis	Comment
Sheet ID 0000019815	
Business Purpose NorQuest Expense Claim	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/06/04	OTHER	Transportation - ATB to NQC RE: 10 Year Zoom Out Planning Session	6000	10	85110	999			19.85
2019/06/04	MEALS	Farewell & Touchpoint Meeting	6003	10	85110	999			52.44
2019/06/20	MEALS	Touchpoint / Succession Planning w/ Lidia S	6003	10	85110	999			28.56
2019/06/24	MEALS	Government Strategy Planning Session RE: external stakeholder gov't	6003	10	85110	999			50.80

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:  Date: June 25/19

Approved by:  Date: June 25/19

Print Name: Jill Matthew
Acting President & CEO

Total Expenses:	151.650	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	151.650	
Amount Due Vendor:	0.000	

Belinda Van Papeveld

Expense claim

From: Lorne Rubis [Removed in accordance with FOIP]
Sent: Tuesday, June 4, 2019 7:04 PM
To: Belinda Van Papeveld
Subject: Fwd: Your Tuesday afternoon trip with Uber

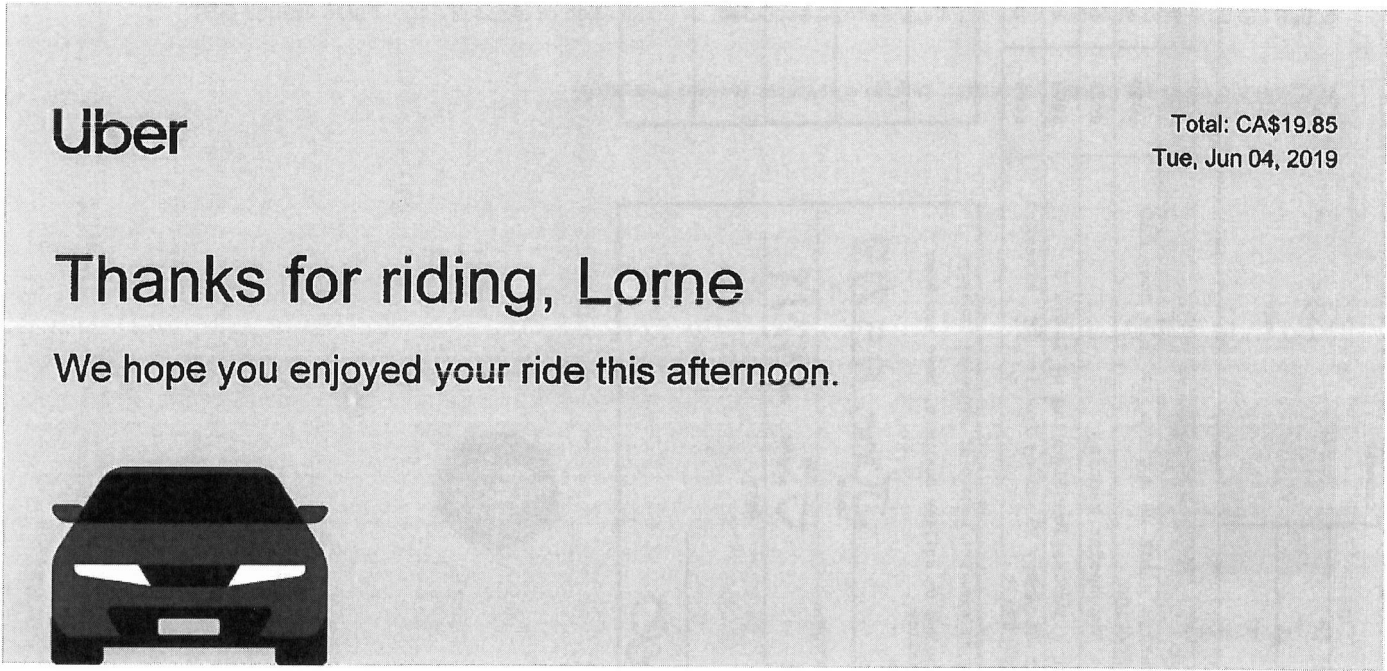
6000-85110, 10.999

From ATB to Norquest

Brad, Mike , Lorne ..zoom out planning

*ATB & NorQuest - 10 year
Zoom out planning*

----- Forwarded message -----
From: Uber Receipts <uber.canada@uber.com>
Date: Tue, Jun 4, 2019 at 4:52 PM
Subject: Your Tuesday afternoon trip with Uber
To: [Removed in accordance with FOIP]

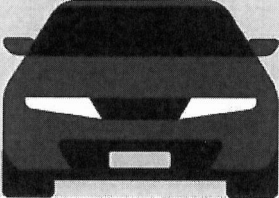


Uber

Total: CA\$19.85
Tue, Jun 04, 2019

Thanks for riding, Lorne

We hope you enjoyed your ride this afternoon.



Total

CA\$19.85

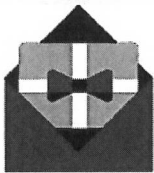
Trip fare

CA\$19.13

UberX 1.20 km | 6 min

04:45pm
10006 101 St NW, Edmonton, AB T5J 0S1, Canada

04:52pm
10215 108 St NW, Edmonton, AB T5J 1L6, Canada



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to try Uber. Share code: aib7x

[REPORT LOST ITEM >](#)

[CONTACT SUPPORT >](#)

Belinda Van Papeveld

Expense claim

Subject: Farewell & Touchpoint - Laurene & Lorne
Location: Hudsons on 109th
Start: Tue 6/4/2019 11:30 AM
End: Tue 6/4/2019 12:30 PM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Lorne Rubis
Required Attendees: Laurene Beloin

Hi Laurene,

Please let me know if this works and where you would like to go for lunch 😊

Belinda Van Papeveld

Executive Assistant to the Chief, Culture & Transformation Officer
NorQuest College
T 780.644.6685 | F 780.644.5909

85110-6003-10-999

HUDSONS 109 STREET
10141 109 STREET
EDMONTON, AB T5J 3M5

Merchant ID: 000000005233635
Term ID: 01327276
Clerk ID: 20
82393690011

Purchase

MasterCard

XXXXXXXXXX Remo

AID: A0000000041010

Entry Method: Chip

Batch#: 000504

06/04/19

12:49:05

Ref#:000032770617

Inv #: 021755 Appr Code: 004315

Amount: \$ 44.44

Tip: \$ 8.00

Total: \$ 52.44

Customer Copy

Belinda Van Papeveld

Subject: Touchpoint / Succession Planning Meeting - Lorne & Lidia
Location: Saigon Taste 10383 112 Street NW
Start: Thu 6/20/2019 11:30 AM
End: Thu 6/20/2019 1:00 PM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Lorne Rubis
Required Attendees: Lidia Surman

SAIGON TASTE
10383 112 ST NW T5K2S1
EDMONTON AB
23246967
QB2324696701

Saigon Taste
723809497
10383 - 112 Street NW
Edmonton, AB T5K 1M9
(780) 705-1675

SALE

06-20-2019 12:42:25
Acci # ***** Remo C
Exp Date Remo Card Type MC
Name: RUBIS/LORNE Remov
A0000000041010
MasterCard
Trace # 120003
Inv. # 6168
Auth # 020989 RRN 001899003
Sale \$24.00
Tip \$4.56
TOTAL \$28.56

Server: Loan Station: 1

Order #: 36106 Table: 2 DINE IN

1 12. Wonton Noodle Soup 9.95
1 (Lunch) GO Cake 2.95
1 15. Spicy VN soup 9.95
Bar Subtotal: 0.00
Food Subtotal: 22.85
Tax 1: 1.15
=====

TOTAL: \$24.00

>> Ticket #: 5 <<
2019-06-20 11:51:15 AM

THANK YOU!

+++++
00 APPROVED-THANK YOU
+++++



Retain this copy for your records
Customer copy

