

<b>Employee ID / Name</b> [REDACTED] / Michelle Beck	<b>Comment</b>
<b>Sheet ID</b> 0000020697	
<b>Business Purpose</b> NorQuest Corporate Visa card	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/10/17	HOTEL	Hotel for Conference	6000	10	80600	999			942.74

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: Oct 24/19

Approved by: [Signature] Date: Oct 28/19

Print Name: Jodi Abbott

Total Expenses:	942.740	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	942.740	✓

Approved Oct 30/19.

[Signature]

## Chelsey Petryna

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**From:** Park Central <customer.service@booking.com>  
**Sent:** Wednesday, October 16, 2019 2:19 PM  
**To:** Chelsey Petryna  
**Subject:** 🏠 Thanks! Your booking is confirmed at Park Central

✔️ **Thanks, Chelsey!**  
**Your booking in New York is confirmed.**

- ✔️ **Park Central** is expecting you on **November 19**
- ✔️ Your **payment** will be handled by Park Central. The "**Payment**" section below has more details
- ✔️ Make changes to your booking or ask the property a question in just a few clicks

Easily make changes online to all your bookings by [creating a password](#).

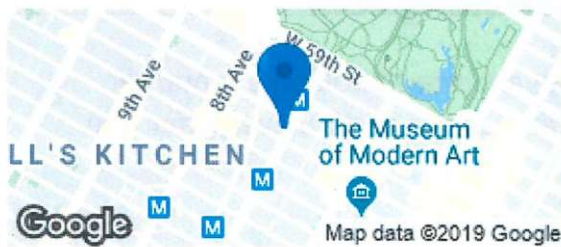
[Make changes to your booking](#)

**Park Central**  Great Value Today  Business trip *4-star hotel*

870 7th Avenue at 56th Street, New York, NY 10019, United States of America

**Phone:** +1212-247-8000

[Email property](#)



 [Get the print version](#)

<b>Your reservation</b>	3 nights, 1 room
<b>Check-in</b>	Tuesday, November 19, 2019 (from 4:00 PM)
<b>Check-out</b>	Friday, November 22, 2019 (until 12:00 PM)
<b>Booking number</b>	2294016488
<b>PIN Code</b>	1427

**Booked by**

Chelsey Petryna (chelsey.petryna@norquest.ca)

**Standard Double Room (Room/Bed type assigned at check-in)      US\$492.48**

**Price      US\$492.48**

14.75 % TAX is excluded.

US\$ 36 resort fee per night is excluded.

US\$ 3.50 City tax per night is excluded.

Please note: additional supplements (e.g. extra bed) are not added to this total.

The price above excludes fees like taxes and service charges. Booking.com doesn't charge guests any reservation, administration, or other fees.

If you don't show up or cancel, applicable taxes may still be charged by the property.



### **Just book and go. Straightforward car rental from Booking.com**

Travel farther, travel better! Booking a rental car with us is quick and easy – and we even offer free cancellation.

[Find your rental car »](#)

<b>Employee ID / Name</b> [REDACTED] / Michelle Beck	<b>Comment</b>
<b>Sheet ID</b> 0000021039	
<b>Business Purpose</b> NorQuest Corporate Visa card	



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Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/10/22	HOST	Welcome lunch for Terry	6003	10	80600	999			60.48
2019/10/30	AIRTRAV	Airfare for WOBI - Cancelled trip - travel credit	6000	10	80600	999			968.31
2019/11/05	HOTEL	Refund for Hotel	6000	10	80600	999			-942.00

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 Jodi Abbott ✓

Total Expenses:	1028.790	CAD
Less Vendor Credits:	-942.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	86.790	✓

APPROVED NOV 28 2019 [Signature]



**Chelsey Petryna**

**Subject:** Lunch | Michelle & Terry  
**Location:** The Parlour  
**Start:** Tue 10/22/2019 12:00 PM  
**End:** Tue 10/22/2019 1:00 PM  
**Recurrence:** (none)  
**Organizer:** Michelle Beck

THE PARLOUR ITALIAN  
 BAR & KITCHEN  
 10334 HWY 108 Street  
 Edmonton AB T5J 1L9  
 780-990 0404

\*\*\* TRANSACTION RECORD \*\*\*  
 Tran. #: 7286  
 Lookup #: 0728623036048  
 RUC: Main Table #: 421  
 Check #: 7120  
 Group #:  
 Employee:  
 Employee:

Visa Purchase  
 [Redacted]  
 MID: A0000000031010  
 APP Name: Visa Credit

Amount \$50.40  
 Tip \$10.08  
 =====  
 TOTAL CAD \$60.48

APPROVED 081116  
 30-001 (001) 081116  
 \*IBCS16  
 157001001003  
 10/22/2019 12:4:30 PM

TR: 0080208000  
 TS: FC00

I agree to pay the above  
 total amount according  
 to the card issuer  
 agreement

X-----  
 Cardholder Signature  
 Customer Copy

THE  
 PARLOUR

ITALIAN KITCHEN & BAR

10334 108 Street  
 Edmonton, AB  
 GST# 813175427 RT0001

01 20/1 Chk 7120 Gst 0  
 Oct22'19 11:49AM

1 POP	4.00
1 COFFEE	0.00
latte	4.00
1 COFFEE	0.00
americano	4.00
1 GARDEN PIADINA	16.00
soup	
1 NEWYORKER	20.00
Subtotal	48.00
48.00 GST	2.40
Amount Due	50.40

Thanks for Dining With Us!  
 \*\*PLEASE PAY SERVER\*\*

\*\*\*\*\*  
 EAT WELL. LIVE WELL.

APERITIVO (HAPPY HOUR)  
 TUESDAY - FRIDAY  
 4:00pm to 6:00pm  
 DON'T FORGET TO JOIN US FOR  
 VINO & VINYL WEDNESDAYS  
 1/2 PRICED WINE  
 www.centuryhospitality.com



## eTicket Receipt

Prepared For  
BECK/MICHELLE MS

RESERVATION CODE	JPFT KP
ISSUE DATE	30Oct19
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

## Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
19Nov19	WESTJET WS 242	EDMONTON INTL AB, CANADA  Time 07:30	CALGARY INTL AB, CANADA  Time 08:31	Cabin ECONOMY Seat Number 05C - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis TTQF5FZS Not Valid Before 19NOV19 Not Valid After 19NOV19
19Nov19	WESTJET WS 1680	CALGARY INTL AB, CANADA  Time 09:50	NEW YORK JFK, NY  Time 16:25 Terminal TERMINAL 4	Cabin ECONOMY Seat Number 06A - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis TTQF5FZS Not Valid Before 19NOV19 Not Valid After 19NOV19
22Nov19	WESTJET WS 1207	NEW YORK LGA, NY  Time 12:00 Terminal TERMINAL C	TORONTO ON, CANADA  Time 13:39 Terminal TERMINAL 3	Cabin ECONOMY Seat Number 06D - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis ST7D0FZG Not Valid Before 22NOV19 Not Valid After 22NOV19
22Nov19	WESTJET WS 439	TORONTO ON, CANADA  Time 15:25 Terminal TERMINAL 3	EDMONTON INTL AB, CANADA  Time 17:45	Cabin ECONOMY Seat Number 07A - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis ST7D0FZG Not Valid Before 22NOV19 Not Valid After 22NOV19

## Allowances

### Baggage Allowance

YEG to JFK - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear

centimeters

Prices of additional baggage pieces:

1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

LGA to YEG - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

Prices of additional baggage pieces:

1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YEG to YYC , YYC to JFK , LGA to YYZ , YYZ to YEG - 1 Piece (WS - WESTJET)

Carry On Charges

YEG to YYC , YYC to JFK , LGA to YYZ , YYZ to YEG - (WS - WESTJET)

## Payment/Fare Details

<b>Form of Payment</b>	<b>CREDIT CARD - VISA</b> [REDACTED]
<b>Fare Calculation Line</b>	YEA WS X/YYC WS NYC271.93WS X/YTO WS YEA329.33NUC601.26END ROE1.323867 XFLGA4.5
<b>Fare</b>	<b>CAD 795.99</b>
<b>Taxes/Fees/Carrier-Imposed Charges</b>	<b>CAD 12.10 CA4 (AIR TRAVELLERS SECURITY CHARGE)</b>
	<b>CAD 40.40 XG8 (GOODS AND SERVICES TAX (GST))</b>
	<b>CAD 34.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))</b>
	<b>CAD 0.52 RC2 (HARMONIZED SALES TAX (HST))</b>
	<b>CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST))</b>
	<b>CAD 48.60 US2 (TRANSPORTATION TAX (INTERNATIONAL))</b>
	<b>CAD 7.69 YC (CUSTOMS USER FEE)</b>
	<b>CAD 9.14 XY2 (IMMIGRATION USER FEE)</b>
	<b>CAD 5.17 XA (APHIS USER FEE)</b>
	<b>CAD 7.32 AY (SEPTEMBER 11TH SECURITY FEE)</b>
	<b>CAD 5.88 XF (PASSENGER FACILITY CHARGE)</b>
<b>Total Fare</b>	<b>CAD 968.31</b>

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## Chelsey Petryna

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**From:** Park Central <customer.service@booking.com>  
**Sent:** Tuesday, November 5, 2019 1:56 PM  
**To:** Chelsey Petryna  
**Subject:** Booking canceled for Park Central

## Your booking has been canceled free of charge.

Dear Chelsey Petryna,

Your reservation at Park Central is now canceled. You don't need to do anything else, but if you have questions for the property, feel free to contact them at [+1212-247-8000](tel:+1212-247-8000).

### **Park Central** *4-star hotel*

New York, United States of America

**CANCELED**

**Phone:** +1212-247-8000

[Email property](#)

**Check-in** Tuesday, November 19, 2019

**Check-out** Friday, November 22, 2019

### **Cancellation Terms**

Park Central has agreed to waive your cancellation fee, so you won't be charged for this cancellation!

**Total cancellation cost:** ~~US\$ 492.48~~ US\$ 0



You might still receive notifications about this booking while our system is updating, but your booking is definitely canceled.