

COPY



Board Member Expense Form

Name: Dr. Ann Colbourne

Signature:

Date: October 3, 2018

Expense Details						
Date:	Type of Expense:	Account:	Description:	Subtotal:	GST:	Total:
July 18/18	Hosting	6003	Lunch Meeting with Board Members (Chalfoux and Hilesvold)			59.22
July 18/18	Travel	6000	Parking			10.00
				Total Cost:		69.22

FOR OFFICE USE ONLY

Budget Details			
PQ#	Fund	Dept ID	Location
14981	10	10000	999

Signing Authority Name & Title:
Carla Madra, Finance & Audit Chair

Signature:

Date: **Oct 23/18**

Additional Information:

- 1. As per the Travel and Business Policy, hosting expenses require identification of the date, purpose of the event, and the name of all people in attendance (use notes section below).**
- 2. Detailed itemized receipts are required. Non-detailed credit card transaction receipts are not accepted as they do not provide details of the purchase.**
- 3. Personal vehicle use is reimbursed at \$0.48/KM driven.**
- 4. If project and analysis codes are required, please add them to the description line.**

Notes				

Attendees				

NORMAND'S BISTRO

10177 99 STREET
EDMONTON AB
T5J 3C6
780-425-1008
GST # RT0001-816007504

NORMAND'S BISTRO
9828 101 AVE
EDMONTON AB

CARD **Removed in**
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/07/18
TIME 3428 13:13:36
CLERK ID **Re**
INVOICE # 281
RECEIPT NUMBER
C85015040-001-647-013-0

Re JUSTINE

Check: 148 Guests: 3
Table: 28-1
07/18/2018 12:02PM

PURCHASE
AMOUNT \$49.35
TIP \$9.87
TOTAL

\$59.22

1	CANADIAN OMELETTE	14.00
1	SPINACH OMELETTE	14.00
1	QUINDA SALAD	11.00
1	ADD CHICKEN	8.00
Subtotal		47.00
G.S.T.		2.35
Total Due		\$49.35

Interac
A0000002771010
8E5C59ADD13C0A5B
8080008000-6800
D917662BF4E54362
8080008000-7800

APPROVED

AUTH# 151336 00-001
THANK YOU

!! HAPPY HOUR MARTINI \$9
4-6 p.m. EVERY DAY
****PLEASE PAY SERVER****
THANK YOU & SEE YOU SOON

CARDHOLDER COPY

DINE HERE COFFEE TO GO \$1.00

PT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT

CITY OF EDMONTON

Terminal: 7020n Zone: 7020
 Plate: **Removed**
 Canada Place 725 Central 1 (Elevators)
 Valid through
WEDNESDAY 18 JUL 18
1:48 PM
 Amount Paid: \$10.00 (GST incl.)
 Start Time: 7/18/2018 11:48 AM
 Trn:
 Auth No:
 Receipt No: 16928

PT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT THIS IS YOUR RECEIPT