

Employee ID / Name Removed / Jodi Abbott	Comment
Sheet ID 0000010152	
Business Purpose NorQuest Expense Claim	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2015/11/11	PDBREAK	Per Diem Breakfast - Conference	6900	10	10500	999			9.20
2015/11/11	PDLUNCH	Per Diem Lunch - Conference	6900	10	10500	999			11.60
2015/11/11	PDDINNE	Per Diem Dinner - Conference	6900	10	10500	999			20.75
2015/11/12	PDBREAK	Per Diem Breakfast - Conference	6900	10	10500	999			9.20
2015/11/13	PDBREAK	Per Diem Breakfast - Conference	6900	10	10500	999			9.20
2015/11/13	PDLUNCH	Per Diem Lunch - Conference	6900	10	10500	999			11.60
2015/11/11	PDDAYOC	Per Diem Incidentals - Conference	6900	10	10500	999			14.65
2015/11/12	PDDAYOC	Per Diem Incidentals - Conference	6900	10	10500	999			14.65
2015/11/13	PDDAYOC	Per Diem Incidentals - Conference	6900	10	10500	999			14.65
2015/11/25	PDBREAK	Per Diem Breakfast - Top 100	6900	10	10500	999			9.20
2015/11/25	PDLUNCH	Per Diem Lunch - Top 100	6900	10	10500	999			11.60
2015/11/27	PDBREAK	Per Diem Breakfast - Top 100	6900	10	10500	999			9.20
2015/11/27	PDLUNCH	Per Diem Lunch - Top 100	6900	10	10500	999			11.60
2015/11/26	PDDAYCA	Per Diem Incidentals - Top 100	6900	10	10500	999			7.35
2015/11/25	PDDAYCA	Per Diem Incidentals - Top 100	6900	10	10500	999			7.35

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.

Removed in accordance with FOIP

DEC 2/15  
Date

Dec 2/15.  
Date

Alan Skoreyko  
Print Name

Total Expenses:	171.800	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	171.800	
Amount Due Vendor:	0.000	

<b>Employee ID / Name</b> Removed / Jodi Abbott	Comment
<b>Sheet ID</b> 0000010147	
<b>Business Purpose</b> NorQuest Expense Claim	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2015/11/26	AIRTRAV	Return Flight to Toronto for Top 100 Award	6000	10	10500	999			724.15
2015/11/26	AIRTRAV	Return Flight to Saskatoon - YPO	6000	10	10500	999			284.81
2015/11/24	OTHER	Parking Meter - Capital Campaign Lunch Meeting	6000	10	10500	999			5.00
2015/11/19	HOST	Costco - Recognition	6003	10	10500	999			169.20

I certify that the information provided is an accurate record of expenses incurred by me.  
I certify that all expenses incurred on college business, have not been previously reimbursed and are in accordance with the college policy.

Removed in accordance with FOIP

Employee: [Redacted] Date: Dec 11/15

Approved by: Alan Skoreyko Date: \_\_\_\_\_

Print Name: Alan Skoreyko

Electronic approval attached

Total Expenses:	1183.160	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	1183.160	
Amount Due Vendor:	0.000	

Removed in accordance with

**From:** Removed in accordance with FOIP  
**Sent:** Thursday, December 03, 2015 3:55 PM  
**To:** Lorraine Sousa  
**Subject:** Re: Approval Required: Jodi Abbott Expenses

I approve the expense report as submitted.

Alan Skoreyko

Sent from [Outlook Mobile](#)

On Thu, Dec 3, 2015 at 2:04 PM -0800, "Lorraine Sousa" [Removed in accordance with FOIP](#) wrote:

Good afternoon Al,

Please find attached expense report 10147 for in the amount of \$1183.16 that requires your review and approval.

Thank you for your consideration.

[Removed in accordance with FOIP](#)  
Executive Assistant to  
Dr. Jodi L. Abbott, President & CEO | NorQuest College  
[Removed in accordance with FOIP](#)

10215 – 108 Street NW | Room A821  
Edmonton, Alberta, Canada T5J 1L6  
[www.norquest.ca](http://www.norquest.ca)

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

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NorQuest College.

MARLIN TRAVEL  
 O-O PERCY HUNT TRAVELGROUP INC  
 MAIN FLOOR, 9929 108TH ST.  
 EDMONTON, AB T5K 1G8

INVNO34857FORNOS0157575C  
 BRANCH: **Removed**  
 GST REG# 885101915  
 PHONE: 780-425-8611

TO: NORQUEST COLLEGE  
 10215 - 108TH ST NW  
 EDMONTON AB  
 CA T5J 1L6

LOCATOR : W66LJM  
 OUR REF : NQS0157575C  
 AGENT : BARBARA **Removed in**  
d lth

I N V O I C E

INV NO: 34857  
 DATE: 26NOV15  
 PAGE: 1

FOR: DR JODI ABBOTT  
 AC 916407208

----- I T I N E R A R Y -----

\*\*\* AIR/RAIL/BUS \*\*\*  
 FROM TO CARRIER FLT/CL ST DATE DEPART ARRIVE MEALS BAGS  
 EDMONTON INTL TORONTO PEARS AIR CANADA 106 Q HK 25NOV 7:25A 1:04P  
 A320  
 TORONTO PEARS EDMONTON INTL AIR CANADA 175 W HK 27NOV 10:40A 12:55P  
 A320

----- C O S T -----

AIR CANADA	TKT NO	AC	1612 021687	(INCL	TAX)	688.00
					GST/HST	36.15
***	SUB-TOTAL EXCLUDING GST/HST & APT					688.00
***	TOTAL GST/HST					36.15
***	TOTAL CHARGES THIS INVOICE ***					724.15
	PAYMENT BY VI***** <b>Remov</b> TKT 1612021687					724.15
***	BALANCE DUE THIS INVOICE ****					0.00
	BALANCE DUE TO DATE					0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
 ACCEPTED:.....DECLINED:.....  
 DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..  
 ...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....  
 PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR  
 TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.  
 CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY  
 GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
 24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL  
 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT  
 1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0  
 OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Removed in accordance with FOIP

MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
MAIN FLOOR, 9929 108TH ST.  
EDMONTON, AB T5K 1G8

BRANCH: Removed in accordance  
GST REG# 885101915  
PHONE: 780-425-8611

TO: NORQUEST COLLEGE  
10215 - 108TH ST NW  
EDMONTON AB  
CA T5J 1L6

LOCATOR : KNE220  
OUR REF : Removed in  
AGENT : BARBARA Removed in accordance

I N V O I C E

INV NO: Removed  
DATE: 26NOV15  
PAGE: 1

FOR: DR JODI ABBOTT  
Removed in accordance with FOIP

I T I N E R A R Y

\*\*\* AIR/RAIL/BUS \*\*\*

FROM	TO	CARRIER	FLT/CL	ST DATE	DEPART	ARRIVE	MEALS	BAGS
EDMONTON INTL	SASKATOON	WESTJET	Removed in	HK 13JAN	9:00A	11:10A		
SASKATOON	EDMONTON INTL	WESTJET	Removed in	HK 13JAN	10:00P	10:19P		

\*\*\* MISCELLANEOUS \*\*\*

HARBOUR AIR DEPARTING FROM EDMONTON INTL ON 01MAY16 AT 12:00A  
TO SASKATOON ON 01MAY16 AT 12:00A  
1 OTHE

\*\*\* TOUR \*\*\*

BSP TASF DEPARTING FROM SASKATOON ON 01MAY16 AT 12:00A  
TO SASKATOON RET01MAY16 AT 12:00A  
1 PACKAGE TOUR  
MANAGEMENT FEE

C O S T

WESTJET AIR TKT NO	Removed in accordance with FOIP	(INCL 88.25 TAX)	256.25
WESTJET AIR TKT NO	Removed in accordance with FOIP	GST/HST 12.81	0.00
BSP TASF TKT NO	Removed in accordance with FOIP	GST/HST 0.75	15.00

\*\*\* SUB-TOTAL EXCLUDING GST/HST & APT  
\*\*\* TOTAL GST/HST  
\*\*\* TOTAL CHARGES THIS INVOICE \*\*\*

271.25  
13.56  
284.81  
CONTINUED ON NEXT PAGE

MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
MAIN FLOOR, 9929 108TH ST.  
EDMONTON, AB T5K 1G8

BRANCH: Removed in  
GST REG# 885101915  
PHONE: 780-425-8611

Removed in accordance with FOIP

TO: NORQUEST COLLEGE  
10215 - 108TH ST NW  
EDMONTON AB  
CA T5J 1L6

LOCATOR : KNE220  
OUR REF : Removed in  
AGENT : BARBARA removed in  
d

I N V O I C E

INV NO: Removed  
DATE: 26NOV15  
PAGE: 2

PAYMENT BY VI*****	Removed in	TKT	Removed in	269.06
PAYMENT BY VI*****	accord	TKT	accordance with	0.00
PAYMENT BY VI*****	th	TKT	FOIP	15.75
*** BALANCE DUE THIS INVOICE ***				0.00
BALANCE DUE TO DATE				0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
ACCEPTED:.....DECLINED:.....  
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..  
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....  
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR  
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.  
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY  
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL  
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT  
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0  
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.



#154 EDMONTON NW

12450 149th Street  
Edmonton, Alberta

T5V-1G9

MEMBER #111749307192 I8

233543	MGO PH SALSA	6.89
9560	KS POP I/F	11.99
435164	RO GLC HUMMS	6.99
360704	KS BLUEBERIS	10.99
25771	MINI CLKES	5.49
360964	PICK'N'PACK	7.49 G
203444	KS PECANS	15.99
284601	K.S. ALMONDS	22.99
847473	KS CHOC CHIP	12.99
396203	CHKN GYOZA	8.49
448	BUTTER 454G	3.59
448	BUTTER 454G	3.59
129688	BRIE CHEESE	9.39
129688	BRIE CHEESE	9.39
1961	CREAM CHEESE	7.69
168035	SMOKED CHDDR	9.99
13106	JLPND HVARTI	14.89

SUBTOTAL 168.83  
\*\*\*\* GST 5% .37

TOTAL 169.20  
VF Interac 169.20

\*\*\*\*\*  
ACCT: CHEQUING  
REFERENCE#: 66231258-0010011530 C  
AUTH#: 004963 11/19/15 18:47:04  
Invoice#: 06058

COSTCO # 154  
12450 149th Street  
Edmonton, Alberta T5V-1G9

PURCHASE - INTERAC  
INTERAC  
A0000002771010  
8000008000 7800  
00 APPROVED - THANK YOU 001  
AMOUNT: \$169.20

0154 014 000000019 0463

\*\*\* CARDHOLDER COPY \*\*\*

CHANGE .00

TOTAL NUMBER OF ITEMS SOLD = 17  
CASHIER: ANGELIA G. REG# 14  
2015/11/19 18:47 0154 14 0463 19

GST/HST #121476329

Thank You!  
GST =121476329RT

<b>Employee ID / Name</b> Removed / Jodi Abbott	<b>Comment</b>
<b>Sheet ID</b> 0000009985	
<b>Business Purpose</b> NorQuest Expense Claim	



Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2015/11/12	AIRTRAV	Return Flight to Calgary to attend Numerous Meetings	6000	10	10500	999			417.11

I certify that the information provided is an accurate record of expenses incurred by me.  
 I certify that the expenditures were incurred on college business, have not been previously reported, and are not reimbursable by any other source.

Removed in accordance with FOIP

Employee: [Redacted] Date: Nov 17/15

Approved: [Redacted] Date: Nov 23/15

Alan Skoreyko  
 Print Name

Total Expenses:	417.110	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	417.110	
Amount Due Vendor:	0.000	



MARLIN TRAVEL  
O-O PERCY HUNT TRAVELGROUP INC  
MAIN FLOOR, 9929 108TH ST.  
EDMONTON, AB T5K 1G8  
GST Reg#: 885101915  
Branch: **Removed**  
Agent: **ASHLEY** **Remove** **d in** Tel: 780-425-8611

To: NORQUEST COLLEGE  
10215 - 108TH ST NW  
EDMONTON AB  
CA T5J 1L6

Invoice Number: 34113  
Date: November 12, 2015  
Page: 1/3  
Our Reference: NQS0156963C ZJZW1C

## INVOICE

### For

DR JODI ABBOTT  
AC 916407208

Thursday, November 19, 2015

### Air

AIR CANADA  
From: EDMONTON INTL AB  
To: CALGARY AB  
Stops: 0 Arrival: 19Nov15  
Seat(s): 03C  
AIR CANADA E

Flight: 8143 W CLASS  
12:40 PM Equipment: DH4  
01:30 PM

Mile(s) Flown: 163

### Hotel

Check In: 19Nov2015  
Check Out: 20Nov2015  
CALGARY AB  
HOTEL OTHER  
HOTEL ALMA  
135 UNIVERSITY GATE NW,CALGARY  
AB,CANADA  
T2N1N4  
Tel: 4032203203  
Confirmation: 20090230927

Rooms 1  
1 Nights(s)

1AK  
Rate: 165.00 CAD per Night

Friday, November 20, 2015

To: NORQUEST COLLEGE  
 10215 - 108TH ST NW  
 EDMONTON AB  
 CA T5J 1L6

Invoice Number: 34113  
 Date: November 12, 2015  
 Page: 2/3  
 Our Reference: NQS0156963C ZJZW1C

# INVOICE

Friday, November 20, 2015

 Air

AIR CANADA	Flight: 8156	W CLASS	
From: CALGARY AB	03:25 PM	Equipment: D8 (300 SERIES)	
To: EDMONTON INTL AB	04:19 PM		Mile(s) Flown: 163
Stops: 0	Arrival: 20Nov15		
Seat(s): 05C			
AIR CANADA E			

Thursday, September 1, 2016

 Tour

BSP TASF		
From: CALGARY AB		PACKAGE TOUR
To: CALGARY AB	01Sep16	
MANAGEMENT FEE		

**Cost:**

TKT- AC1612021453	E-TKT	(VI***** <b>Remove</b>	308.00
		<b>ed in</b>	
		GST:	19.11
		Tax:	74.25
		<b>Ticket Total:</b>	<b>401.36</b>
TKT-9540065336603		(VI***** <b>Remove</b>	15.00
		<b>d in</b>	
		GST:	0.75
		<b>Ticket Total:</b>	<b>15.75</b>

**Total:**

<b>Grand Total:</b>	417.11
<b>Less Credit Card Payments:</b>	417.11
<b>Total GST/HST:</b>	19.86
<b>Credit / Balance Due To This Invoice:</b>	0.00
<b>Total Balance Due:</b>	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE  
 ACCEPTED:.....DECLINED:.....

To: NORQUEST COLLEGE  
10215 - 108TH ST NW  
EDMONTON AB  
CA T5J 1L6

Invoice Number: 34113  
Date: November 12, 2015  
Page: 3/3  
Our Reference: NQS0156963C ZJZW1C

## INVOICE

DOCUMENTATION REQUIRED: VALID PASSPORT...VISA..TOURIST CARD..  
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....  
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR  
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.  
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY  
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL  
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT  
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0  
OUR PRIVACY POLICY CAN BE FOUND AT [WWW.MARLINTRAVEL.CA](http://WWW.MARLINTRAVEL.CA).

# Travelport ViewTrip™

Itinerary Information	
Today's Date:	Friday, November 13, 2015
Reservation ID:	ZJZW1C

Agency Information	
MARLIN TRAVEL	
9929 - 108Th.Street Government Centre	
Edmonton, AB T5K 1G8	
Canada	
Agency Phone: 780 425-8611 MARLIN TRAVEL 60-87935-0/-ASHLEY	

Traveler	
ABBOTT, JODI DR	

Flight - Air Canada (AC) - 8143		Thursday, November 19, 2015
Air Canada Confirmation Number:	PE6REA	
Depart:	12:40 PM	Edmonton Intl Arpt (YEG)
Arrive:	1:30 PM	Calgary Intl Arpt (YYC)
Flight 8143	Non-stop	
Class of Service:	Economy (W)	
Flight Operated By:	Air Canada Express - Jazz	
Seat	Status	Passenger
03C ( Non-smoking )	Confirmed	ABBOTT, JODI DR
<u>Flight Service Information</u>		
Equipment:	DHC8 Dash 8-400	Flying Time: 0:50
In-Flight Services:	Non-smoking	
Frequent Traveler Number(s)		Passenger
<b>Removed in accordance with</b>		ABBOTT, JODI DR
<u>Special Services Requested</u>		
Remarks		
TICKET NUMBER 0141612021453		

Status: Confirmed (HK)

Hotel - Hotel Alma - Calgary		Thursday, November 19, 2015 - Friday, November 20, 2015
		1 Night
Calgary		
Hotel Alma		
135 University Gate Nw		
Calgary		
Ab		
Canada		
T2N1N4		
403 220 3203		
RT-CAD165.00-D		
Confirmation Number:	20090230927	
Check in	Thursday, November 19, 2015	
Check Out:	Friday, November 20, 2015	
<a href="#">Click here for Hotel Information</a>		

Status: Status Confirmed Passive MK (MK)

Flight - Air Canada (AC) - 8156		Friday, November 20, 2015
Air Canada Confirmation Number:	PE6REA	
Depart:	3:25 PM	Calgary Intl Arpt (YYC)
Arrive:	4:19 PM	Edmonton Intl Arpt (YEG)
Flight 8156	Non-stop	
Class of Service:	Economy (W)	

Flight Operated By:		Air Canada Express - Jazz	
Seat	Status	Passenger	
05C ( Non-smoking )	Confirmed	ABBOTT, JODI DR	
<u>Flight Service Information</u>			
Equipment:	DHC8 Dash 8-300	Flying Time:	0:54
In-Flight Services:	Non-smoking		
Frequent Traveler Number(s)		Passenger	
Removed in accordance with		ABBOTT, JODI DR	
<u>Special Services Requested</u>			
Remarks			
TICKET NUMBER 0141612021453			

Status: Confirmed (HK)

Other	
Other	
Start Location:	Calgary (YYC)
Start Date	Thursday, September 01, 2016
Number of Persons:	1
<a href="#">Click here for Other Information</a>	

Status: Confirmed (HK)

Remarks
<p>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</p>