

Report 0000022318	
Employee Schneider,Norma	Employee ID [REDACTED]
Reference	Business Purpose NorQuest Expense Claim

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant	Location		
01/23/2020	Hotel Regular Travel			<input checked="" type="checkbox"/>	Employee payment	279.55 CAD	1.00	279.55 CAD
1. Hotel Stay - SAO January Meeting								
02/25/2020	Other Regular Travel			<input checked="" type="checkbox"/>	Employee payment	75.00 CAD	1.00	75.00 CAD
2. Edmonton Airport Parking								
02/25/2020	Hotel Regular Travel			<input checked="" type="checkbox"/>	Employee payment	397.22 CAD	1.00	397.22 CAD
4. Hotel Stay -CICan OBO President Ottawa								
02/26/2020	Other Regular Travel				Employee payment	8.48 CAD	1.00	8.48 CAD
5. Uber in Ottawa - CICan OBO President								
02/26/2020	Other Regular Travel				Employee payment	9.28 CAD	1.00	9.28 CAD
6. Uber in Ottawa - CICan OBO President								
02/27/2020	Other Regular Travel				Employee payment	9.79 CAD	1.00	9.79 CAD
8. Uber in Ottawa - CICan Ottawa								
02/27/2020	Other Regular Travel			<input checked="" type="checkbox"/>	Employee payment	30.05 CAD	1.00	30.05 CAD
9. Uber to Airport Ottawa - CICan Ottawa								

ORACLE Expense Report

PeopleSoft Expenses EXC4500

Report 0000022318	
Employee Schneider,Norma	Employee ID [REDACTED]
Reference	Business Purpose NorQuest Expense Claim

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	
02/25/2020	Meals (receipted) Reg Travel			<input checked="" type="checkbox"/>	Employee payment	208.01 CAD	1.00	208.01 CAD
3. Dinner with Students CIGan Ottawa								
02/26/2020	Meals (receipted) Reg Travel			<input checked="" type="checkbox"/>	Employee payment	110.23 CAD	1.00	110.23 CAD
7. Dinner with Students CIGan Ottawa								

Employee Expenses	1,127.61 CAD
Cash Advances Applied	0.00 CAD
Non-Reimbursable Expenses	0.00 CAD
Prepaid Expenses	0.00 CAD
Amount Due to Supplier	0.00 CAD
Amount Due to Employee	1,127.61 CAD



**MARRIOTT
CALGARY AIRPORT
IN-TERMINAL HOTEL**

Expense #1

**Calgary Airport Marriott In-Terminal Hotel
2008 Airport Road NE Calgary, Alberta, Canada T2E 3B9
Telephone: (403) 717-0522 Fax: (587) 232-0600**

Mrs Norma Schneider

Canada

Room: 416
Folio: 237384
Cashier: [REDACTED]
Arrival: 01-23-20
Departure: 01-24-20

Date	Description	Additional Information	Charges	Credits
01-23-20	Room Charge		249.00	
01-23-20	Rooms Destination Market Fee		7.47	
01-23-20	Rooms Tourism Levy		10.26	
01-23-20	Room GST		12.82	
01-24-20	Master Card	[REDACTED]		279.55

GST Summary	
Reg No: 741907497 RT0001	
Room	12.82
F&B	0.00
Other	0.00
Total	12.82

Total	279.55	279.55
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

SENIOR ACADEMIC OFFICERS (SAO) MEETING

MEETING INFORMATION

Date: Thursday, January 23, 2020

Location: "Glacier Room"
Calgary Airport Marriott Hotel
2008 Airport Rd. NE
Calgary International Airport
Calgary, AB T2E 3B9

Chair: Misheck [REDACTED]

Note taker: Lynda [REDACTED]

Parking: Marriott Hotel (Calgary Airport, Departures Level). Valet Parking. \$18/day; \$22/night

Times: Lunch: 12:00 PM
Start: 1:00 PM
End: 5:00 PM

ACOSAOS MEETING

MEETING INFORMATION

Date: Friday, January 24, 2020


Location: Glacier Room
Calgary Marriott In-Terminal Hotel
2008 Airport Road NE
Calgary International Airport
Calgary, AB T2E 3B9

Co-Chairs: Steve [REDACTED] & Sue [REDACTED]
Notetaker:

Parking: Marriott Hotel (Calgary Airport, Departures Level). Valet Parking. \$18/day; \$22/night. Instructions Attached.

Times: Breakfast: 8:00 AM
Start: 8:45 AM
Lunch: 12:00 PM
End: 3:00 PM

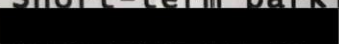
GST# R128599776

Edmonton Airports 

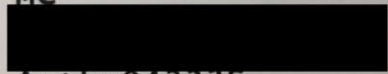
Can-T5J 2T2 Edmonton
Tax Code CA5%

POF 1st Fl 27/02/20 20:47
Receipt 039515

Short-term parking tkt


25/02/20 07:53
27/02/20 20:47
Period 2d12h55'
(Tax) \$75.00

Total \$75.00

Payment Received
MC  \$75.00

Auth:04332S
Type: Swiped

Sub Total \$71.43
Tax 5% \$3.57

007E01CE - 1/1

③

THE COURTYARD RESTAURANT
 21 GEORGE ST K1N8W5
 OTTAWA ON
 20758276
 GH2075827603

**** PURCHASE ****

02-25-2020 20:15:08
 Acct # [REDACTED] C
 Card Type MC
 A0000000041010 MASTERCARD

Trace # 5670
 Inv. # 6115
 AUTH # 052505 RRN 001814006

Purchase \$176.28
 Tip \$31.73
Total \$208.01

(001) APPROVED-THANK YOU

Retain this copy for your records
 Customer copy

③

COURTYARD RESTAURANT
 21 George Street
 Ottawa, Ontario
 Tel: 613-241-1516
 Check #: 197159

Server: [REDACTED] Date: 02/25/2020
 Table: 15 -1 Time: 20:11
 Client: 5

1 Greens	12.00
2 Short Rib	70.00
2 Gnocchi	48.00
1 Open Dinner Apps	26.00
1 Pick up	0.00

SUB-TOTAL: 156.00
 TOTAL TAXES : 20.28

TOTAL: 176.28

Thank You for Dining With Us.
 Private Rooms Available for Groups
 of 10 to 80

H.S.T. # 898147749

Follow us on Twitter!
 @courtyardresto

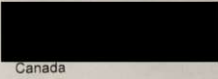
Dinner with 3 NorQuest Students first night of the CICan Conference

Cartier Place Suite Hotel

180 Cooper Street
Ottawa, Ontario
K2P2L5
Phone: 613-236-5000
Email: reservations@suitedreams.com

(4)

Norma Schneider



Canada

Guest Folio

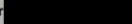
Arrival Date: 25 Feb 2020
Departure Date: 27 Feb 2020

Room Type: SUPERIOR SUITE-S

Folio: 343155-0

Room: P807Q

CC Number



Date	Folio	Reference	Amount	Tax	Total
25 Feb 2020	1	Room Charge with MAT	\$169.00	\$29.61	\$198.61
26 Feb 2020	1	Room Charge with MAT	\$169.00	\$29.61	\$198.61
27 Feb 2020	1	Check-Out (Payment: MC)	\$-397.22	\$0.00	\$-397.22
Room Charges			\$338.00	\$59.22	\$397.22
Other Charges			\$0.00	\$0.00	\$0.00
Credits			\$-397.22	\$0.00	\$-397.22
Balance					\$0.00

HST #: R101792299 13.00 % \$351.52 \$45.70 Reg # R101792299
MAT / TMH 4.00 % \$338.00 \$13.52

Signature _____

27-Feb-2020

Time: 07:36 AM

4

401414

Cartier Place Suite Hotel
180 Cooper Street
Ottawa, Ontario K2P2L5, Canada
613-236-5000

Card MC

Card Holder SCHNEIDER/NORMA

Auth # 07944S Invoice # 0003431551

Amount \$397.22 Purchase

Reference MasterCard

CASH 48

CREDIT CARD
SALE

02/27/2020
CARD TYPE
ENTRY METHOD
CARD #
INVOICE
CLERK
APPROVED

07:36:45
MASTERCARD

AID
AID NAME
ATC
AC
TVR
TSI

A0000000041010
MASTERCARD
03C4
224644378C662E34
000008000
E800

Customer Copy

Uber

Total CA\$8.48
February 26, 2020

5

Thanks for riding, Norma

We hope you enjoyed your ride
this evening.



Total CA\$8.48

Trip Fare	CA\$4.50
Subtotal	CA\$4.50
HST	CA\$0.98
Tolls, Surcharges, and Fees	CA\$3.00

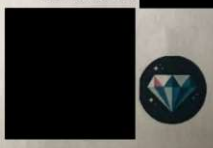
Amount Charged

Switch CA\$8.48

A temporary hold of CA\$8.48 was placed on your payment method at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

[Visit the trip page for more information, including invoices \(where available\)](#)

You rode with



Has passed a multi-step safety screen
4.86 ★ Rating

How was your ride?

RATE OR TIP

Uber

Total CA\$9.28
February 26, 2020

Thanks for riding, Norma

We hope you enjoyed your ride
this evening.



6

Total

CA\$9.28

Trip Fare	CA\$5.02
Subtotal	CA\$5.02
HST	CA\$1.07
Wait Time	CA\$0.19
Tolls, Surcharges, and Fees	CA\$3.00

Amount Charged

Switch CA\$9.28

A temporary hold of CA\$7.10 was placed on your payment method at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Visit the trip page for more information, including invoices (where available)

You rode with



Has passed a multi-step safety screen
4.95 ★ Rating

is known for:
Excellent Service

How was your ride?

RATE OR TIP

7

INDIA CURRY & KEBAB HOUSE
39 CLARENCE ST
OTTAWA, ON K1N 5P4

Merchant ID: [REDACTED]
Term ID: 015-1956
25506860019

Purchase

MASTERCARD
[REDACTED]

AID: A0000000041010
Entry Method: Chip
Batch#: 000902
02/26/20 21:37:46

Ref#: 000061731073
Inv #: 009949 Appr Code: 081546

Amount:	\$	95.85
Tip:	\$	14.38
Total:	\$	110.23

Customer Copy

7

India curry and kebab house
39 Clarence St
Ottawa, Ontario
Canada, K1N5P4
Tel: 6136800800

Printed February 26, 2020 at 9:38 PM

February 26, 2020 at 9:38 PM Order #: 29668
Table: table 9, 4 guests
Party Name: 26034 Staff: [REDACTED]
Hst 13% #: R0123456789

2 x Tropical Juice Pineapple	\$7.90
2 x Garlic Naan	\$7.00
Daal Makhani	\$12.99
Makhani Chicken	\$16.99
Chi Fried Rice	\$9.99
2 x Roti	\$3.98
Makhani Chicken	\$22.98
+ \$5.99: Platter It!(naan)	
Green Salad	\$2.99

Food Total	\$84.82
Sub Total	\$84.82
Hst 13%	\$11.03
Total	\$95.85

Thank you
Please visit our Facebook page .google page
Or our website
Curryandkebabhouse.ca

Dinner with 3 NorQuest Students at the CIGan Conference

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.

receipts <uber.canada@uber.com>
mandy1990@gmail.com

Thu, Feb 27, 2020 at 12:10 PM

Uber

Total CA\$9.79
February 27, 2020



Thanks for tipping, Norma

Here's your updated Thursday morning ride receipt.



Total CA\$9.79

Trip Fare	CA\$3.60
Subtotal	CA\$3.60
HST	CA\$0.95
Wait Time ⓘ	CA\$0.74
Tolls, Surcharges, and Fees ⓘ	CA\$3.00
Tip	CA\$1.50

Amount Charged

[Redacted]	Switch	CA\$8.29
[Redacted]	Switch	CA\$1.50

A temporary hold of CA\$7.46 was placed on your payment method [Redacted] at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Visit the trip page for more information, including Invoices (where available)

our Thursday afternoon trip with Uber
message

Thu, Feb 27, 2020 at 1:27 PM

Uber Receipts <uber.canada@uber.com>
: normandy1990@gmail.com

Total CA\$30.05
February 27, 2020

9

Uber

Thanks for riding, Norma

We hope you enjoyed your ride
this afternoon.



Total CA\$30.05

Base Fare	CA\$2.25
Time	CA\$4.80
Distance	CA\$12.39
Subtotal	CA\$19.44
Booking Fee	CA\$3.90
Ottawa Airport Dropoff Surcharge	CA\$3.25
HST	CA\$3.46

Amount Charged

Switch CA\$30.05

A temporary hold of CA\$30.00 was placed on your payment method at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Visit the trip page for more information, including invoices (where available)

Report 0000022333	
Employee Schneider,Norma	Employee ID [REDACTED]
Reference	Business Purpose NorQuest Expense Claim

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant	Location		
12/12/2019	Other Regular Travel				Employee payment	10.00 CAD	1.00	10.00 CAD
BOG Meeting Offsite								
12/09/2019	Hosting			<input checked="" type="checkbox"/>	Employee payment	57.30 CAD	1.00	57.30 CAD
Lunch Meeting								
02/06/2020	Other Regular Travel			<input checked="" type="checkbox"/>	Employee payment	10.62 CAD	1.00	10.62 CAD
Taxi								
11/26/2019	Other Regular Travel				Employee payment	10.00 CAD	1.00	10.00 CAD
Parking for External Meeting								
02/05/2020	Other Regular Travel				Employee payment	10.00 CAD	1.00	10.00 CAD
Parking for External Meeting								

Employee Expenses	97.92 CAD
Cash Advances Applied	0.00 CAD
Non-Reimbursable Expenses	0.00 CAD
Prepaid Expenses	0.00 CAD
Amount Due to Supplier	0.00 CAD
Amount Due to Employee	97.92 CAD

ORACLE Expense Report

PeopleSoft Expenses EXC4500

Report 0000022333	
Employee Schneider,Norma	e ID [REDACTED]
Reference	Business Purpose NorQuest Expense Claim

Expense Lines

Date	Expense Type	Non-Reimbursable	No Receipt	Receipt Required	Payment Type	Transaction Amount	Exchange Rate	Amount
Description			Additional Information		Merchant		Location	

Subject: Fall Deputy Minister's Dinner 2019

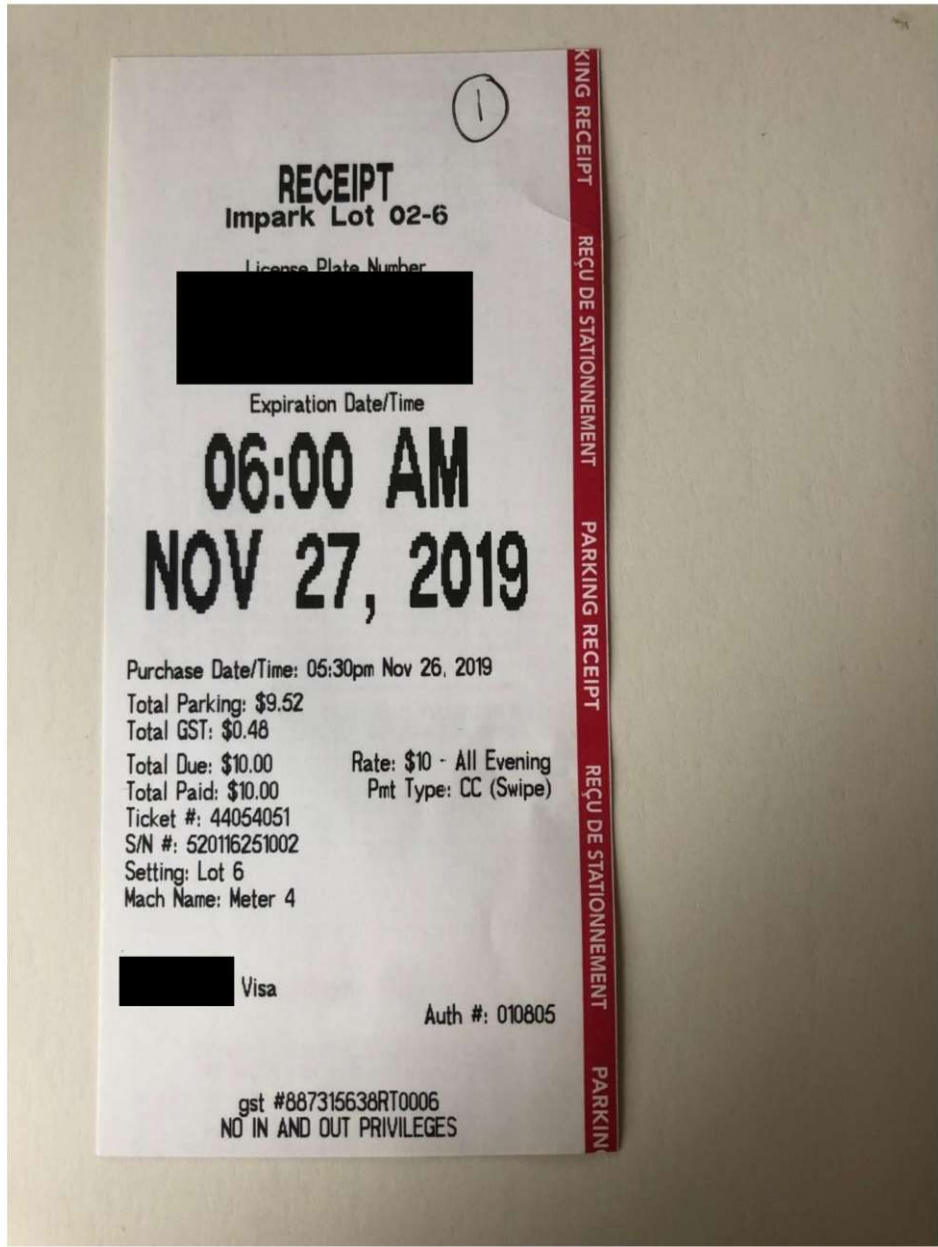
Location: Chateau Lacombe, 10111 Bellamy Hill

Start time: Tue 11/26/2019 5:00 PM All day event

End time: Tue 11/26/2019 9:00 PM

Attached: DM List for DM Dinner.pdf (89 KB), DM Dinner Confirmation.pdf (28 KB)

5:00 – 6:15 Cocktail Reception
 6:15 – 7:15 Dinner
 7:15 – 8:30 Deputy Minister Q&A - moderator Jason [redacted] Deputy Minister of Economic Development, Trade and Tourism



File Meeting Insert Format Text Review Tell me what you want to do...

Cancel Meeting Copy to My Calendar Appointment Scheduling Assistant Tracking Show Skype Meeting Teams Meeting Meeting Notes Contact Attendees Address Book Check Names Response Options Attendees Busy Recurrence Time Zones Room Finder Categorize New Meeting Poll Meeting Notes View Templates

Attendee responses: 1 accepted, 0 tentatively accepted, 0 declined.

To... Jean Hertz

Subject Lunch 1-1

Location Cactus Club (11130 Jasper Ave) Rooms...

Start time Mon 12/9/2019 11:30 AM All day event

End time Mon 12/9/2019 1:30 PM

Reservation under Norma for 11:30 am

Room Finder

December 2019

Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Good Fair Poor

Choose an available room:

None





File Meeting Insert Format Text Review Tell me what you want to do...

Save & Close Delete Copy to My Calendar Appointment Scheduling Assistant Meeting Notes Accept Tentative Decline Respond Show As: Busy Reminder: None Recurrence Time Zones Categorize High Importance Low Importance Reply with Meeting Poll Send to OneNote

Accepted by Nadine Gawluk on 8/26/2019 11:28 AM. Sent Mon 8/26/2019 11:25 AM

Organizer BoardofGovernors

Subject **NQC Board of Governors' Engagement Session**

Location Alchemy Private Dining Room @ JW Marriott Ice District

Start time Thu 12/12/2019 5:30 PM All day event

End time Thu 12/12/2019 8:30 PM

We have confirmed the private dining room at:
 Alchemy Lounge
 5th Floor
 JW Marriott ICE District
 10344 102 Street
 Edmonton AB T5J 0K9

Cocktail attire is preferred (Jersey's allowed on game days)

To... [REDACTED]

Subject: **After Christmas Lunch**

Location: **JW Marriott, Braven Restaurant** Rooms...

Start time: **Wed 2/5/2020** **11:30 AM** All day event

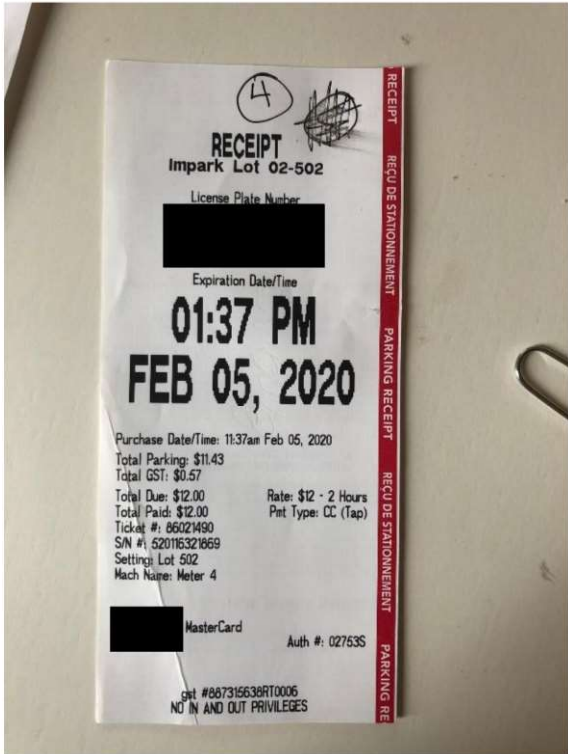
End time: **Wed 2/5/2020** **1:15 PM**

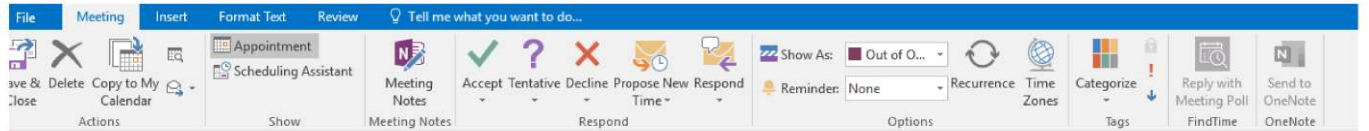
Lunch Reservation:
 Under Norma Schneider, [REDACTED]

Braven Restaurant JW Marriott
JW Marriott Edmonton
 ICE District 10344
 102 St. NW Edmonton, AB T5J 0K9
[\(780\) 784-8580](tel:7807848580)

(Main floor)
 11:30-1:15 p.m.

Sandra has to depart for a meeting at 1 p.m.
 Norma has to depart by 1:15 p.m.





Accepted by Rebecca Bock Freeman on 1/23/2020 3:27 PM.

Organizer: Joan Hertz Sent: Thu 2/6/2020 8:50 AM

Subject: Executive Retreat

Location: 17th Floor, The Loft at ATB Place South Tower (10025 Jasper Avenue)

Start time: Thu 2/6/2020 8:30 AM All day event

End time: Thu 2/6/2020 9:00 PM

