



NORQUEST COLLEGE

Employee ID / Name		Brenda Jill Matthew	
Sheet ID		0000010547	
Business Purpose		NorQuest Corporate Visa card	

Comment

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2016/01/29	SUPPL	Ticket to Institute of Corporate Directors (ICD) Session	6054	10	80000	999			99.75

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 information removed FOIP

Employee Signature: *[Signature]* Date: *Feb 23/16*

Approved by: *[Signature]* Date: *Feb 24/16*

Jodi Abbott
Print Name

Total Expenses:	99,750	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	99,750	

Sign Out

Institute of Corporate Directors
2701-250 Yonge Street, Toronto, ON M5B 2L7

Order Number 78930
Order Date 1/28/2016
Payment Method VISA *****
Name on Card Jill Matthew

Information removed

Item	Quantity	Price	Total
Backstage Access to the Edmonton International Airport - Mrs Jill Matthew When: 2/18/2016 - 2/18/2016 Where: Fraser Room Edmonton International Airport 1000 Airport Road Nisku, AB	1	95.00	95.00

Item Total 95.00
Shipping 0.00
Handling 0.00
GST 4.75
Transaction Grand Total 99.75

A confirmation is being sent to: jill.matthew@norquest.ca

Send another copy to: SEND



Employee ID / Name		Comment
Employee ID	Brenda Jill Matthew	
Business Purpose	Norquest Corporate Visa card	

Date	Expense type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2016/03/03	HOTEL	Accommodation in Calgary for 2016 Canada's Most Powerful Women event	6000	10	80000	999			284.32
2016/03/11	HOST	Working breakfast: Executive Committee debrief with direct reports	6003	10	80000	999			95.23

Total Expenses:	379.550	CAD
Less Vendor Credits:	-0.000	
Less Cash Advances:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	379.550	

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.

Information removed FOIP

Employee Signature: [Redacted]

Date: Mar 23/16

Approved by: [Redacted]

Date: March 24/16

Print Name: Jodi Abbott



INTERNATIONAL HOTEL

SUITES CALGARY

220 4th Avenue S. W., Calgary, Alberta T2P 0H5 Canada

Telephone No. (403) 265-9600

Fax No. (403) 290-7879

GST R121402523RT0001

Reservation # 583918
Send To Matthew, Mrs Jill

Phone

Guest Name Matthew, Mrs Jill

Arrival Date
03/02/2016

Departure Date
03/03/2016

Room Information 3408 - International Suite 2 Bedroom

Bill To Matthew, Mrs Jill

Folio Number	Trans Date	Description	Voucher	Amount
766361				
Charges				
03/02/2016		Room Charge	mbl-3408	224.25
03/02/2016		Tourism Levy	mbl-3408	9.24
03/02/2016		Goods & Services Tax	mbl-3408	11.55
03/02/2016		Amenity Fee	mbl-3408	6.73
03/02/2016		Parking - Week Days	Attached Parking Garage	31.00
03/02/2016		Goods & Services Tax		1.55
Total Charges				284.32
Payments				
03/03/2016		Payment - Visa		-284.32
Total Payments				-284.32

Balance Due 0.00

I have received the goods and/or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Guest Signature: _____

Ricky's

A L L DAY GRILL

10140 109th St
Edmonton AB T5J 1M7
780.421.7546

16:52

Ref:113096

Chk:132639

APLHANA

3/11/2016 7:39 am

2 JCE LG Grapefruit	6.36
Blackstone Bowl	13.99
Awesome Oatmeal	8.99
4 Coffee Reg	12.36
2 French Toast	16.98
SD/ 2 Toast 2.69	2.69
JCE LG OJ	3.49
Chorizo Brk Bowl	13.99

SubTotal 78.81
GST 3.91

Total 82.81

Total Due 82.81

G.S.T. # 824862908RT0001

Please Pay Your Server!

www.goterickys.com

RICKY'S ALL DAY GRILL
10140 - 109 STREET T5J1M7
EDMONTON AB
22105148

000 PURCHASE 1111

03-11-2016 08:28:37

Acct # 471516*****3429 C

Exp Date 06/19 Card Type VI

Name: JILL MATTHEW

AC000000031010 VISA CREDIT

Trace # 580014 Operator 111

FB2210514802

Inv. # 12944

Auth # 067703 RRN 001406014

TVR 0080008000 TSI FOOD

TC 876B2B4262195097

Purchase \$82.81

Tip \$12.42

Total \$95.23

(00) APPROVED-THANK YOU
(PIN VERIFIED)

Retain this copy for your
records
Merchant copy