



<b>Employee ID / Name</b> Removed / Norma Schneider	<b>Comment</b>
<b>Sheet ID</b> 0000018650	
<b>Business Purpose</b> NorQuest Corporate Visa card	

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/02/20	HOST	Event Registration	6003	10	20000	999			66.69
2019/02/20	HOST	Event Registration	6003	10	20000	999			11.06

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.

*Norma Schneider*      Feb 26, 2019  
 Employee Signature      Date

*Sadi Abbott*      Feb 26/19  
 Approved by      Date

Sadi Abbott  
 Print Name

Total Expenses:	77.750	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	77.750	

**Chelsey Petryna**

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**From:** Eventbrite <orders@eventbrite.com>  
**Sent:** Wednesday, February 20, 2019 3:06 PM  
**To:** Norma Schneider  
**Subject:** Your Tickets for International Women's Day: Balance for Better Networking Event  
**Attachments:** 56072452214-902567125-ticket.pdf

**eventbrite**

Norma,  
you're good to go



**Keep your tickets handy**

Get the app

International Women's Day: Balance for Better Networking Event



# International Women's D



**FINNING.**



**Stantec**



1 x Ticket  
Order total: \$11.06

Friday, 8 March 2019 from 9:00 AM to 10:30 AM (MST)  
[Add to Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)

**Stantec Tower**  
10220 103 Avenue Northwest  
4th floor  
Edmonton, AB T5J 0K4  
Canada  
[\(View on map\)](#)

[View event details](#)

Edmonton Women in Finance (EWIF)

[Follow](#)

**Questions about this event?**

[Contact the organizer](#)

**Chelsey Petryna**

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**From:** Norma Schneider  
**Sent:** Monday, February 25, 2019 2:44 PM  
**To:** Chelsey Petryna  
**Subject:** FW: Your Tickets for Civil Society Speaker Series  
**Attachments:** 55603946902-902616283-ticket.pdf

---

**From:** Eventbrite [mailto:orders@eventbrite.com]  
**Sent:** Wednesday, February 20, 2019 4:24 PM  
**To:** Norma Schneider <Norma.Schneider@norquest.ca>  
**Subject:** Your Tickets for Civil Society Speaker Series

**eventbrite**

Norma,  
you're good to go




**Keep your tickets handy**


Get the app


**Civil Society Speaker Series**

# NORQUEST COLLEGE



 3 x Tickets  
Order total: \$66.69

 Wednesday, 6 March 2019 at 5:00 PM - Thursday, 7 March 2019 at 5:00 PM (MST)  
[Add to Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)

 **Singhmar Centre for Learning**  
10215-108 St  
Edmonton, AB T5J 1L6  
Canada  
([View on map](#))

[View event details](#)

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NorQuest College

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**Questions about this event?**

[Contact the organizer](#)



<b>Employee ID / Name</b> Removed / Norma Schneider	<b>Comment</b>
<b>Sheet ID</b> 0000018938	
<b>Business Purpose</b> NorQuest Corporate Visa card	

Date	Expense Type	Description	Account	Fund	DeptID	Location	Analysis	Project	Amount
2019/02/23	SUPPL	Books for Resale at event	5701	20	35100	999		ER95004	873.72
2019/03/01	SUPPL	Mailchimp account for event	6605	20	35100	999		ER95004	39.51
2019/03/07	SUPPL	Recognition Items	6609	10	20000	999			108.16

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.

*Norma Schneider*      *March 27, 19*  
Employee Signature      Date

*Jodi Abbott*      *Mar 27/19*  
Approved by      Date

*Jodi Abbott*  
Print Name

Total Expenses:	1021.390	CAD
Less Vendor Credits:	-0.000	
Less Cash Advance:	0.000	
Amount Due Employee:	0.000	
Amount Due Vendor:	1021.390	

PACK NOTE	1
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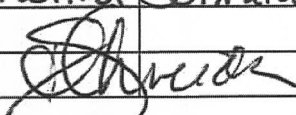
IN CORRESPONDENCE PLEASE REFER TO: EN CORRESPONDANCE VOUILLEZ REFEREZ A:			
INVOICE NUMBER	ACCOUNT	WMS ORDER No.	DATE
12690773	Removed	3759950601	02/21/2019

B F EVENT ORDER CDN  
I F HCP HARLEQUIN ENT LTD  
L C BAY ADELAIDE CENTRE EAST TOWER  
T U 22 ADELAIDE ST WEST  
R R  
O TORONTO ON M5H4E3  
A CANADA

S E NORQUEST COLLEGE  
H X  
I P CO ROSA ELLITHORPE  
P D 10215 108 ST NW RM 3 025A  
D I  
T E  
O R  
A EDMONTON AB T5J1L6  
CANADA

SHIPMENT No. 37599506 Ship-to Act. 18299275 B/P 1070 OP LWELSCH
--

**PACK NOTE - THIS IS NOT AN INVOICE**

QTY.	TITLE TITRE	AUTHOR AUTEUR	ISBN	P.O. NUMBER No DE COMMANDE D'ACHAT	PRICE PRIX	DISC. ESC.	NET TOTAL RAPPORTE TOTALE	
	SALES ORDER NUMBER:5935007/SO event order per R Luke 40% & 50% applied							
5	WHY YOUNG MEN	JIVANI JAMIL	9781443453196	021419	32.99	50.00	82.48	
15	WHY YOUNG MEN	P JIVANI JAMIL	9781443453202	021419	19.99	50.00	149.93	
50	WHY YOUNG MEN	P JIVANI JAMIL	9781443453202	021419	19.99	40.00	599.70	
	Account: 5701							
	Dept. ID: 35100							
	Fund: 20							
	Location: 999							
	Analysis:							
	Project: ER95004							
	Approver Name: Norma Schneider							
	Approver Signature: 							
	Extended List Price...					1464.30		
						SUB-TOTAL	832.11	
						G.S.T / H.S.T	41.61	
						P.S.T		
						TOTAL	873.72	

To resolve shipping discrepancies, call:  
Customer Service  
844-327-5757 (phone) 855-822-0957 (fax)

LINES...	3
QUANTITY...	70

Do not pay from this document Invoice to follow



79128						ATT 0
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**Chelsey Petryna**

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**From:** Rosa Ellithorpe  
**Sent:** Friday, March 1, 2019 10:39 AM  
**To:** Chelsey Petryna  
**Subject:** FW: Mailchimp Invoice

For coding under the civil society

**From:** No Reply - Mailchimp <no-reply@mailchimp.com>  
**Sent:** Friday, March 1, 2019 10:37 AM  
**To:** Rosa Ellithorpe <Rosa.Ellithorpe@norquest.ca>  
**Subject:** Mailchimp Invoice



Account: 6605  
dept: 35100  
Fund: 20  
Location: 999

**Your order has been processed.**

**Invoice MC01061409**

Processed on Mar 01, 2019 12:36 pm Eastern Time.

**Monthly plan**

1501 - 2500 subscribers.

**C\$39.51**

**Discounts**

Save 10% for 3 months on Mailchimp account charges by enabling two-factor authentication

**Subtotal**

**C\$39.51**



**Total**

**C\$39.51**

**Exchange details**

Exchanged from \$30.00 at rate 1.316962. Exchange rate from Chase Paymentech at Feb 28, 2019 8:30 pm Eastern Time.

**Paid via Visa card ending in 1494 on March 01, 2019**

**C\$39.51**

***Issued to***

Norma Schneider  
rellitho  
rosa.ellithorpe@norquest.ca  
NorQuest College  
10215 108 St EDMONTON,  
AB T5J 1L6 Canada

***Issued by***

Mailchimp  
c/o The Rocket  
Science Group, LLC  
675 Ponce De Leon  
Ave NE  
Suite 5000  
Atlanta, GA 30308  
USA  
www.mailchimp.com  
US EIN 58-2554149

[View in Your Account](#)

Sales Tax was not applied to this purchase.

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# Order #289971

**Order Number: 289971**

Order Date: March 07, 2019

Order Total: \$108.16

## Payment

Credit Card: \$108.16

## 3 items will be delivered to:

NORQUEST COLLEGE  
NORMA SCHNEIDER  
3-013 SINGHMAR CENTRE FOR LEARNING  
10215 - 108 STREET NW  
EDMONTON, AB  
T5J 1L6

Type of Address: Business - regular delivery

### 1 George Box Small

\$39.95 each | 99 FCP | 13 Cookies

Assorted Cookie Selection

**\$39.95**

**Gift Tag:** Thank You

Chelsey, Thanks so much for all your support to make the Speaker Series a success! You are such a creative problem-solver with high productivity. We couldn't have done it without you. Norma & Rosa

**1 George Box Medium**

\$57.95 each | 144 FCP | 24 Cookies

Assorted Cookie Selection

**\$57.95****Gift Tag:** Thank You

Rosa, You totally rocked this project, Rosa. Thank you from the bottom of my heart. And congratulations on pulling off the seemingly impossible. To PM Extraordinaire... Sincerely, Norma

**1 George Box Small**

\$39.95 each | 99 FCP | 13 Cookies

Assorted Cookie Selection

**\$39.95****Gift Tag:** Thank You

Adam, Thanks for all your work and support to make the Speaker Series a success! You have an amazing ability to just make things happen, and we couldn't have done it without you! Norma & Rosa

**Arriving On**

March 8, 2019

Multi-Item Discount

**-\$24.00**

Subtotal	<b>\$137.85</b>
AMA Discount	<b>-\$5.69</b>
Shipping	<b>-\$24.00</b>
Order total	<b>\$108.16</b>
Credit Card	<b>-\$108.16</b>