

Expense Claims Forms

Date: November 6, 2013

EMPLOYEE#

NAME **Carolyn Warren**
FIRST MIDDLE LAST

Position **VP Arts**

DEPT **Executive Office**

Mailing Address :

Itinerary and Purpose of Travel : New York City (Aug 25/13) / Director's meeting (Sept 25/13) / Vancouver (Oct 3/13) / Montreal-Ottawa (Oct 21-25/13) / Edmonton (Oct. 27-28/13)

Please leave the colored cells for Financial Services

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
1	8/25/2013	Incidentals	3107	2100	270900	690				Museum of Modern Art	\$ 5.00		\$ 5.00
2	9/25/2013	Hosting-Alcohol	3611	2100	270900	690				Director's meeting - Banff Wine Store	\$ 80.00		\$ 80.00
3	9/25/2013	Hosting	3610	2100	270900	690				Director's meeting - Caritas	\$ 61.27		\$ 61.27
4	10/3/2013	Travel	3101	2100	270900	690				Newton Walley Taxi	\$ 38.00		\$ 38.00
5	10/21/2013	Hosting	3610	2100	270900	690				Restaurant Pidi	\$ 202.06		\$ 202.06
6	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 15.00		\$ 15.00
7	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 12.50		\$ 12.50
8	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 9.00		\$ 9.00
9	10/23/2013	Travel	3101	2100	270900	690				BlueLine Taxi, Ottawa	\$ 16.00		\$ 16.00
10	10/23/2013	Travel	3101	2100	270900	690				Capital taxi, Ottawa	\$ 12.00		\$ 12.00
11	10/23/2013	Travel	3101	2100	270900	690				Taxi, Montreal to Dorval airport	\$ 45.00		\$ 45.00
12	10/23/2013	Meals	3108	2100	270900	690				Arc the Hotel	\$ 50.18		\$ 50.18
13	10/27/2013	Incidentals	3107	2100	270900	690				Glenbow Museum	\$ 28.00		\$ 28.00
14	10/27/2013	Travel	3101	2100	270900	690				Taxi, Calgary	\$ 13.00		\$ 13.00
15	10/28/2013	Travel	3101	2100	270900	690				Taxi, Edmonton	\$ 8.00		\$ 8.00
16				2100									\$ -
17				2100									\$ -
18				2100									\$ -
19				2100									\$ -
20				2100									\$ -
21				2100									\$ -
22				2100									\$ -
23				2100									\$ -
24				2100									\$ -
25				2100									\$ -
26				2100									\$ -
27				2100									\$ -
28				2100									\$ -
29				2100									\$ -
30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
Total Expenses : A											\$ 595.01	\$ -	595.01

ENTERED NOV - 6 2013

GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	2100	Travel						168.50	-	168.50
3102	2100	Travel-BOG						-	-	-
3105	2100	Accommodation						-	-	-
3106	2100	Meals						50.18	-	50.18
3610	2100	Hosting						263.33	-	263.33
3611	2100	Hosting-Alcohol						80.00	-	80.00
3107	2100	Incidentals						33.00	-	33.00
6132	2100	Travel Advance						-	-	-
Total								595.01	-	595.01

Travel Advance (positive)	B 6132-2100	\$ -
	A-B	\$ 595.01

Claimant's Signature _____ Date _____

Claimant's Supervisor _____ Date **11/6/2013**

Return to Requestor	Leanne Carignan
Department	Executive Office
Cost Centre Code	270900
Prepared By	Leanne Carignan

Expense Claims Forms

Date: November 1, 2013

EMPLOYEE#

NAME Carolyn Warren

Position VP Arts

DEPT Executive Office

Mailing Address :

Itinerary and Purpose of Travel : New York City (Aug 25/13) / Director's meeting (Sept 25/13) / Vancouver (Oct 3/13) / Montreal-Ottawa (Oct 21-25/13) / Edmonton (Oct. 27-28/13)

Please leave the colored cells for Financial Services

Rept no.	Date	Expense Type	GL Acct	Fund	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Locn	Description	NET Amount	GST Amount	Total Amount
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2	9/25/2013	Incidentals	3107	2100	270900	690				Director's meeting - Banff Wine Store	\$ 80.00		\$ 80.00
3	9/25/2013	Meals	3108	2100	270900	690				Director's meeting - Carlitos	\$ 61.27		\$ 61.27
4	10/3/2013	Travel	3101	2100	270900	690				Newton Walley Taxi	\$ 38.00		\$ 38.00
5	10/21/2013	Meals	3108	2100	270900	690				Restaurant Ridi	\$ 202.06		\$ 202.06
6	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 15.00		\$ 15.00
7	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 12.50		\$ 12.50
8	10/22/2013	Travel	3101	2100	270900	690				Taxi, Montreal	\$ 9.00		\$ 9.00
9	10/23/2013	Travel	3101	2100	270900	690				Blueline Taxi, Ottawa	\$ 16.00		\$ 16.00
10	10/23/2013	Travel	3101	2100	270900	690				Capital taxi, Ottawa	\$ 12.00		\$ 12.00
11	10/23/2013	Travel	3101	2100	270900	690				Taxi, Montreal to Dorval airport	\$ 45.00		\$ 45.00
12	10/23/2013	Meals	3106	2100	270900	690				Arc the Hotel	\$ 50.18		\$ 50.18
13	10/27/2013	Incidentals	3107	2100	270900	690				Glenbow Museum	\$ 28.00		\$ 28.00
14	10/27/2013	Travel	3101	2100	270900	690				Taxi, Calgary	\$ 13.00		\$ 13.00
15	10/28/2013	Travel	3101	2100	270900	690				Taxi, Edmonton	\$ 8.00		\$ 8.00
16				2100									\$ -
17				2100									\$ -
18				2100									\$ -
19				2100									\$ -
20				2100									\$ -
21				2100									\$ -
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28				2100									\$ -
29				2100									\$ -
30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
Total Expenses : A											\$ 595.01	\$	595.01

ENTERED NOV - 6 2013

Summary by Expense Type										
GL	Fund	Expense Type	Cost Centre	Activity Type	Activity Code	Sub-activity Code	Activity Location	NET Amount	GST	Total Amount
3101	2100	Travel						168.50	-	168.50
3102	2100	Travel-BOG						-	-	-
3105	2100	Accommodation						-	-	-
3106	2100	Meals						313.51	-	313.51
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						113.00	-	113.00
6132	2100	Travel Advance						-	-	-
Total								595.01	-	595.01

Travel Advance (positive)	B 6132-2100	\$	
	A-B	\$	595.01

Nov 4 13
Date

Nov 6/13
Date

NOV 06 2013

Return to Requestor	Leanne Carignan
Department	Executive Office
Cost Centre Code	270900
Prepared By	Leanne Carignan

Fin

16/2013

MOMA

Museum of Modern Art

11 West 53 St
New York NY 10019
Phone : 212-408-6325

*** Sale ***

Transaction # - MOMA-000512089-01
WRK29 08/25/2013 12:38:14

TicketID	Type	Price	Qty	Total
MB0001413	MBREG	5.00	1	5.00
2013-08-25 - Member Guest Pass				
Total Items :		1	Net Total :	5.00

Method of Payment

Amount : 5.00
Auth/Rout : 055496 / 4876382

!!! Thank You for visiting MoMA !!!



512089
Staff ID : MEMBERSHIP

visit <http://www.moma.org>

Wine Directors
BANFF WINE STORE
302 CARIBOU ST.
BANFF, ON T1L1C1
4037623465

Merchant ID: 87409900016
Term ID: 001

Ref #: 031

Sale

Entry Method: Chip

Acct Type: Chequing

09/25/13

20:12:49

Inv #: 000025

Appr Code: 000861

Apprvd

Ref #: 000401

Trace: 00429031

Retrieval Ref #: 00000016

Total: \$ 80.80

No signature required. Verified by PIN.
Your account will be debited with the
above amount.

Retain this copy for statement
verification.

Application Label: Interac
AID: A000000271010
TVR: 80 00 00 80 00
TSI: 68 00

Customer Copy

3

BanFF center

403 Date _____
M FAX = 762-6699

SOLD BY VENDU PAR	COD C.A.	CHARGE DEBITER	ON ACCT. ACOMPTE	ACCT. FWD. REPORTE
1				
2		12" DWA		
3		12" CONTAS		58.35
4		12" (V)		
5				
6				
7				
8				
9				
10				
11				
12				
13				
39				61.27
	14			
	15			

CASH RECEIPT (A)
NEWTON WHALLEY TAXI
107 - 13119 - 84th Ave
Surrey B.C. V3W 1B3

Date: 3 OCT 20 13

Airport -> Lister Hotel
\$ 38.00
Amount Paid Includes G.S.T.

From: [Signature]

To: Lister H.

Driver: [Redacted] No. _____

Telephone: 604-581-1111
Thanks for Calling "Whalley Taxi"

Montreal

TRANSACTION RECORD

RESTAURANT RIDI
1800 SHERBROOK ST H3H1E5
MONTREAL QC
21887745

PURCHASE

10-21-2013 22:15:48

A0000002771010 Interac

Trace # 660002
FB2188774501
Inv. # 144
Auth # 014810 RRN 001001161

Purchase \$177.06
Tip \$25.00
Total \$202.06

(00) APPROVED-THANK YOU

Retain this copy for your records

RÉSERVATION 7/7 - 24H/24H

DATE 22-10-2013

DE
A
VOITURE N°
VIGNETTE N°
SIGNATURE CHAUFFEUR

MONTANT 9.00
PERMIS TRAVAIL 12022

TAXI HOCHELAGA BEAUBIEN INC. / 6891, Beaubien Est Montréal QC H1M 3B2

Job # _____

CAPITAL taxi

RECEIPT FOR CAB FARE

Amount \$12.00 / Date 10-23-13

From _____

To _____

Cab No. 897 Driver _____

H.S.T. included in meter fare
Le prix inclus la T.V.H.

VISA MasterCard AMERICAN EXPRESS Interac

DATE 22-10-13

REÇU DE **TAXI** RECEIPT

MONTANT - AMOUNT \$15.00
Toutes les taxes incluses
All taxes included

COMMENTAIRES
COMMENTS No. du permis de travail 16303

2100

Signature _____ Driver

DATE 22-10-13

REÇU DE **TAXI** RECEIPT

MONTANT - AMOUNT 12.50
Toutes les taxes incluses
All taxes included

COMMENTAIRES
COMMENTS No du permis de travail 36369
Driver's work permit #

280-6600 NO de vignette 3021

Signature: _____ Chauffeur / Driver

Job # _____

BLUELINE RECEIPT FOR CAB FARE

Amount 16 / Date 23-10-13

From + Driver

To Arc

Cab No. 57 Driver

H.S.T. included in meter fare

VISA MasterCard AMERICAN EXPRESS Interac

Date: June 24/13 \$145.00 Montant taxes incluses

De: Montreal

A: Dorval

Permis de travail 21691 Vignette 1073
numéro sur photo # vitre à droite :

Signature _____ Auto #: 101

Plainte ou appréciation du service
NOUS ON S'EN OCCUPE
au bureau administratif

514 725-2128
entre 9h00 et 17h00

5

6

7

8

9

11

10

ARC

THE HOTEL

12

Ms. Carolyn Warren

Room No./ No de chambre : 605
Arrival / Arrivée : 23.10.13
Departure / Départ : 25.10.13
Page No./ Nombre de page : 1 of 1
Folio No./ No de compte : 177022
Conf. No./ No de conf. : 1023973
Cashier No./ No du caissier : 15
GST #/ No TPS 809243876

INVOICE

Membership No. / No de membr :
A/R Number / No du C/P :
Group Code / Code du groupe :
Company / Nom de compagnie :

Date	Description	Exchange Rate Taux de change	Charges Débit	Payment Palement
23.10.13	Room Service Beverage Room# 605 : CHECK# 0023018		17.36	
24.10.13	Arc Lounge Room# 605 : CHECK# 0015115		32.82	
25.10.13				50.18 /
			Balance:	0.00

GLENBOW MUSEUM
130 9TH AVE SE
CALGARY AB

13

Transaction No.
720,374

Glenbow Museum

ACCOUNT TYPE CHEQUING
DATE 2013/10/27
TIME 5072 12:00:00
RECEIPT NUMBER
C30802920-001-325-001-0

PURCHASE
TOTAL

\$28.00

September 7, 2013 to January 12, 2014

Transformations
A.Y. Jackson & Otto Dix

From Our Collections
War in the Trenches

Interac
A0000002771010
006A2B4A66106FFE
8000008000-6800
95097DDFD4CE6975

September 7, 2013 to January 5, 2014

Made in Calgary
The 1980s

APPROVED

AUTH# 040044 00-001
THANK YOU

--Items--
2 Non Member - Adult \$14.00
10/27/13 12:01 AM General Admission

--Totals--
Subtotal: \$28.00
Total: \$28.00

--Payments--
10/27/13 12:00 PM *Debit Card \$28.00
Change Due: \$0.00

Balance: \$0.00

SALES TOTAL INCLUDES 5% G.S.T.
G.S.T. Registration # R107435695

Enjoy your visit?
Apply today's admission towards the
purchase of an annual membership!
Please inquire at front desk.

DATE
J/D M/M A/Y
[] [] []

REÇU DE **TAXI** RECEIPT

MONTANT - AMOUNT
Toutes les taxes incluses
All taxes included [13.00]

COMMENTAIRES
COMMENTS

No du permis de travail
Driver's work permit # [27311]

280-6600

N0 de vignette [3800]

Signature: _____
Chauffeur [Redacted]

14

YELLOW CAB

780.462.3456

GST# 851176511

Date: Oct 28/2012 Amount: \$ 8.00

Driver: _____ Car#: 102

From: Edmonton

To: 10621-100 Ave.

10135-31 Avenue, Edmonton, AB T6N 1C2



15

DATE
J/D M/M A/Y

REÇU DE **TAXI** RECEIPT

MONTANT - AMOUNT
Toutes les taxes incluses
All taxes included

13.00

14

COMMENTAIRES
COMMENTS

No du permis de travail
Driver's work permit #

27311

280-6600

N0 de vignette

3800

Signature: _____
Chauffeur

YELLOW CAB

780.462.3456

GST# 851176511

Date: Oct 28/2012 Amount: \$ 8.00

Driver: _____ Car#: 102

From: Edmonton

To: 10621-100 Ave.

10135-31 Avenue, Edmonton, AB T6N 1C2



15