



**Expense Claims Forms**

Date: September 27, 2013

EMPLOYEE#

VE-0342

NAME

Carolyn Warren

Position

VP Arts

DEPT

Executive Office

Mailing Address :

Itinerary and Purpose of Travel : New York City (August 22 - 26, 2013)

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 Location	Description	NET Amount	GST Amount	Total Amount
1	8/12/2013	Incidentals	3107	2100	270900	690				Ticketmaster tickets to James Turrell	\$ 49.98		\$ 49.98
2	8/23/2013	Incidentals	3107	2100	270900	690				Whitney Museum	\$ 43.11		\$ 43.11
3	8/24/2013	Incidentals	3107	2100	270900	690				Printed Matter	\$ 220.64		\$ 220.64
4				2100									\$ -
5				2100									\$ -
6				2100									\$ -
7				2100									\$ -
8				2100									\$ -
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30				2100									\$ -
31				2100									\$ -
32				2100									\$ -
33				2100									\$ -
34				2100									\$ -
35				2100									\$ -
<b>Total Expenses : A</b>											\$ 313.73	\$ -	313.73

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						-	-	-
3102	2100	Travel-BOG						-	-	-
3105	2100	Accommodation						-	-	-
3106	2100	Meals						-	-	-
3610	2100	Hosting						-	-	-
3611	2100	Hosting-Alcohol						-	-	-
3107	2100	Incidentals						313.73	-	313.73
6132	2100	Travel Advance						-	-	-
<b>Total</b>								<b>313.73</b>	<b>-</b>	<b>313.73</b>

ENTERED OCT - 7 2013

Travel Advance (positive)	B 6132-2100	\$	
	A-B	\$	313.73

September 27/13  
Date

OCT 07 2013  
Date

Financial Services

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

1

2

JAMES TURRELL

Date: August 23, 2013

Time: 10:48:19 AM

\*Adult \$22.00 /

Sale#: 1188488 SRGM11531

Global Partners: BMW AG & UBS

GUGGENHEIM

JAMES TURRELL

Date: August 23, 2013

Time: 10:48:19 AM

\*Adult \$22.00 /

Sale#: 1188488 SRGM11531

Global Partners: BMW AG & UBS

GUGGENHEIM

0

WHITNEY MUSEUM  
of AMERICAN ART  
945 Madison Avenue  
at 75th Street  
New York, NY 10021  
(212) 570-3600  
whitney.org

Sale Date 8/23/13 Sale # 3174847

2 General Admission \$40.00  
General Admission - Paid  
08/23/13  
(: \$0.00)

Payment Date: 8/23/2013  
Amount: \$40.00  
Paid with:

CAROLYN WARREN

Apply the cost of your ticket(s) toward  
a Whitney Membership today!

We respect your privacy and invite you to  
read our  
privacy policy at [whitney.org/privacy](http://whitney.org/privacy).

Thank you for visiting the Whitney.

\*W05 3:35 PM  
Staff: REBECCA  
Printed: 8/23/13 3:35:27 PM





# STATEMENT Card Program

WARREN, CAROLYN  
Cardmember Account [REDACTED]  
Jul. 29, 2013 - Aug. 28, 2013

**How to Reach Us** Visit [dinersclubcanada.com](http://dinersclubcanada.com)  
Customer Service: 1-800-363-3333 or write:  
Diners Club P.O. Box 3200 RPO  
Streetsville Mississauga, ON L5M 0S2

### QUICK REFERENCE

<b>Total Balance</b>	<b>\$461.58</b>
<b>Total Due</b>	<b>\$461.58</b>
<b>Due Date*</b>	<b>Sep. 24, 2013</b>

### ACCOUNT SUMMARY

Previous Balance	\$372.61
Payments, Credits & Adjustments	-\$372.61
Purchases	\$461.58
Cash Advances	\$0.00
Fees	\$0.00
<b>Total Balance</b>	<b>\$461.58</b>

### MONTHLY ACTIVITY BY CATEGORY

Other	-\$279.52
Restaurant	\$147.85
Retail	\$220.64

### NEWS FROM DINERS CLUB

Please note that the amounts shown in the "Monthly Activity By Category" section include both debit and credit amounts. Therefore, the totals shown in this section may not correspond to the totals shown in the "Account Summary" section. The "Monthly Activity by Category" is for reference purposes only, to provide totals by merchant category.

The total amount shown for Cash Advances in the "Account Summary" section will vary from the total amount shown in the "Monthly Activity by Category" section of your statement. Cash Advance Fee amounts are not included in the "Monthly Activity by Category" section.

Detach and follow the payment instructions on the reverse side. Payment must be received by 5:00 PM local time on the payment due date.

Diners Club  
INTERNATIONAL  
Diners Club  
P.O. Box 5000, Station F  
Toronto, Ontario M4Y 2T1

Account Number: [REDACTED]  
Total Due: **\$461.58**  
Payment Due Date: **Sep. 24, 2013**

Please Enter Amount of Payment Enclosed

\$

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WARREN, CAROLYN  
107 TUNNEL MOUNTAIN DRIVE  
PO BOX 1020 STN 18 ATTN SHELLEY MACAULAY  
BANFF AB T1L1H5

Diners Club Commercial  
P.O. Box 6044, Station Centre-Ville,  
Montreal, QC H3C 3X2

5528220002308225 0000000046158 0000000037261

WARREN, CAROLYN  
Cardmember Account [REDACTED]  
Jul. 29, 2013 - Aug. 28, 2013

**PAYMENTS, CREDITS AND ADJUSTMENTS**

Trans	Post	Description	Reference	Amount
Aug. 9	Aug. 12	PAYMENT RECEIVED - THANK YOU	0000 009766	-\$372.61
<b>Total Payments, Credits and Adjustments</b>				<b>-\$372.61</b>

**PURCHASES**

Trans	Post	Description	Reference	Amount
		[REDACTED]	043631003654	<del>\$14.98</del>
Aug. 12	Aug. 13	TICKETMASTER TICKETS 866-512-6326 AZ USD 47.50	000729968100	\$49.98
Aug. 23	Aug. 26	WHITNEYMUSEUM NEW YORK NY USD 40.00	000171999237	\$43.11
Aug. 24	Aug. 26	PRINTED MATTER NEW YORK NY USD 204.69	206486200038	\$220.64
<b>Total Purchases</b>				<b>\$461.58</b>

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