

EMPLOYEE NAME: Ed Sperling

ADDRESS: [Redacted]

MONTH ENDING: December 2020



CITY OF FORT SASKATCHEWAN

INSTRUCTIONS:

Original itemized receipts must be attached and submitted to Accounts Payable.

MISSING RECEIPTS: If a receipt is missing, claim the appropriate per diem. If no per diem applies, please complete and attach a Request for Reimbursement form (see MyFort) to this claim. The Request for Reimbursement form cannot be used when a per diem rate is available.

Allowances for Mileage, Meals, and Accommodation (Per Diems) must be claimed on PAGE 2, and attached to this expense claim.

Education and Academic Courses must be claimed on PAGE 3, and attached to this expense claim.

Claim Received Expenses (EXCLUDING EDUCATION) in this Area

Receipt Date <i>yyyy-mm-dd</i>	Vendor Name	Description	GL Code (Fund-Object-Function) <i>#-####-#####</i>	Total before GST & HST	GST	HST	Total
2020-12-06	Telus	December Cell Phone	1-2137-11212	\$ 95.24	\$ 4.76		\$ 100.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	Mileage*	See PAGE 2 for details	---	\$ -	N/A	N/A	\$ -
	Per Diems*	See PAGE 2 for details	---	\$ -	N/A	N/A	\$ -
	Education / Academic	See PAGE 3 for details	---	\$ -	\$ -	\$ -	\$ -
* GST cannot be claimed on allowances and per diems				\$ 95.24	\$ 4.76	\$ -	\$ 100.00

I, Ed Sperling, HEREBY CERTIFY THAT:

the expenditures claimed in this report are compliant with the Employee Business Expense Policy FIN-012-A and have not been claimed through any other source. I am aware that any false or improper claim may be grounds for disciplinary action up to and including, but not limited to, termination.

Signed: Approved as per attached email.

Date: Jan 5, 2021

APPROVAL (IMMEDIATE SUPERVISOR):

I have reviewed the expenditures claimed. I have confirmed that these expenditures are compliant with the Employee Business Expense Policy FIN-012-A. Therefore, I do hereby approve this expense claim for payment.

Brenda Molter, Director, Legislative Services	Approved as per attached email	05-Jan-21
Print Name of Immediate Supervisor	Supervisor's Signature	Date

December 06, 2020
EDWARD T. SPERLING
Account number: ██████████

Mobile services (continued)

ED SPERLING
Charges for 780 719-1150

Service continues on a month-to-month basis after your commitment
end date of Apr 14, 2021.

Monthly and other charges (Dec 07 to Jan 06)

YourChoice L&R Platinum 90 - Data manager Unlimited nationwide calls Unlimited nationwide texts, picture AB 911 Government Fee	\$90.00 \$0.44
Total monthly and other charges	\$90.44

Add-ons (Dec 07 to Jan 06)

Easy Roam US - \$7/day Easy Roam INTL - \$12/day Data manager extras Promo 5+3 GB Shareable Data	Free Free Free \$40.00
Total add-ons	\$40.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes,
and may include bonus minutes, evening and weekend calling, *611 calls. etc.

	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total usage charges	\$0.00
Total before taxes.....	\$130.44
GST	\$6.52
Total for 780 719-1150, with taxes.....	\$136.96

From: [Jennifer Chapman](#)
Sent: January 5, 2021 1:16 PM
To: [Accounts Payable](#)
Subject: E. Sperling December Expense Claim - Approved
Attachments: Ed - December Telus.pdf; Dec Expense Claim Form.xlsx

Good afternoon,

Attached is the December expense claim form for Councillor Ed Sperling. Below are the emailed approvals from Ed Sperling and Brenda Molter.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services
City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

From: Brenda Molter <BMolter@fortsask.ca>
Sent: January 5, 2021 1:10 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: FW: E. Sperling December Expense Claim - Approval Required

Jennifer, I approve of the attached monthly cell phone expense claim for Councillor Sperling.

Thanks,
Brenda

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: January 5, 2021 12:28 PM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: E. Sperling December Expense Claim - Approval Required

Good afternoon Brenda,

Please respond by email that you approve of the attached expense claim for Ed Sperling.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services

City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

From: Ed Sperling <esperling@fortsask.ca>
Sent: January 5, 2021 11:53 AM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: December Expense Claim - Approval Required

Approved.

Thanks.

Sent from my iPad

On Jan 5, 2021, at 9:35 AM, Jennifer Chapman <JChapman@fortsask.ca>
wrote:

Good morning Ed,

Please respond by reply email that you approve of the attached expense claim
for December 2020.

Happy New Year

Jennifer Chapman
Administrative Assistant, Legislative Services
City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

<Dec Expense Claim Form.xlsx>

<Ed - December Telus.pdf>