

EMPLOYEE NAME: Jibs Abitoye

ADDRESS: [Redacted]

MONTH ENDING: August 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 Accomodation (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
2020-08-28	Koodo	August Cell Phone Bill	1.2137.11216	\$ 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	---	\$ -	\$ -	\$ -	\$ -
				<b>\$ 95.24</b>	<b>\$ 4.76</b>	<b>\$ -</b>	<b>\$ 100.00</b>

\* GST cannot be claimed on allowances and per diems

I, Jibs Abitoye, 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.*

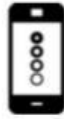
Signed: Approved as per attached Email

Date: Sep 21, 2020

**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	21-Sep-20
Print Name of Immediate Supervisor	Supervisor's Signature	Date



# Your Koodo Bill

August 28, 2020



AJIBOLA ABITOYE

Account number: [REDACTED]

## Account summary

View details at [koodo.com/selfserve](http://koodo.com/selfserve)

Balance forward from your last bill .....\$0.00  
This reflects payments of \$75.52

**New charges**

Mobile services	\$121.92	
GST / HST	\$6.10	
<b>Total new charges</b>		<b>\$128.02</b>

**Total due** .....**\$128.02**

The total due will be charged to your credit card 15 days from your bill date.



Printing this pdf version of the bill will not provide the quality required for processing at a financial institution. Please try paying online or by telephone using your credit card.

L'impression de la facture en format PDF ne sera pas d'une qualité permettant le traitement à une institution financière. Si possible, payez la facture en ligne ou par téléphone à l'aide d'une carte de crédit.

AJIBOLA ABITOYE  
[REDACTED]

**From:** [Jennifer Chapman](#)  
**Sent:** September 22, 2020 9:03 AM  
**To:** [Accounts Payable](#)  
**Subject:** J. Abitoye August Expense  
**Attachments:** Aug Cell Phone.docx; Expense Claim Form August 2020.xlsx

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Good morning,

Attached is the completed expense claim and cell phone invoice for Councillor Jibs Abitoye for the month of August.

Below are the emailed approvals from Jibs 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](mailto:jchapman@fortsask.ca)

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**From:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Sent:** September 21, 2020 1:20 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** RE: August Expense - Approval Required

Jennifer, I approve of the attached expense claim for Council Abitoye.

Thanks,  
Brenda

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** September 21, 2020 8:05 AM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** FW: August Expense - Approval Required

Good morning Brenda,

Please respond by reply email that you approve of the attached expenses for Councillor Jibs Abitoye. Jibs has given her approval below.

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](mailto:jchapman@fortsask.ca)

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**From:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Sent:** September 21, 2020 8:01 AM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: August Expense - Approval Required

Approved. Thanks

Jibs Abitoye  
Councillor, City of Fort Saskatchewan  
P: (780)-200-6863  
E: [jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)  
[www.fortsask.ca](http://www.fortsask.ca)

On Sep 21, 2020, at 7:48 AM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

Good morning Jibs,

Please respond by reply email that you approve of the attached expenses for August 2020.

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](mailto:jchapman@fortsask.ca)

<Aug Cell Phone.docx>  
<Expense Claim Form August 2020.xlsx>