

EMPLOYEE NAME: Jibs Abitoye

ADDRESS: [Redacted]

MONTH ENDING: July 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
2020-07-28	Koodo	July Cell Phone	1.2137.11216	\$ 71.92	\$ 3.60		\$ 75.52
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	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>\$ 71.92</b>	<b>\$ 3.60</b>	<b>\$ -</b>	<b>\$ 75.52</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: Aug 13, 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	13-Aug-20
Print Name of Immediate Supervisor	Supervisor's Signature	Date



# Your Koodo Bill

July 28, 2020



AJIBOLA ABITOYE

Account number: [REDACTED]

## Account summary

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

Balance forward from your last bill .....\$0.00  
This reflects payments of \$91.27

### New charges

Mobile services .....\$71.92  
GST / HST .....\$3.60  
Total new charges .....\$75.52

**Total due .....\$75.52**

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



10062092 GST+ 100508068 Koodo is a trade name of TELUS Communications Inc.

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)

**From:** [Jennifer Chapman](#)  
**Sent:** August 13, 2020 2:07 PM  
**To:** [Accounts Payable](#)  
**Subject:** J. Abitoye July Expense Claim Approved  
**Attachments:** Expense Claim Form July 2020.pdf; July Cell Phone Invoice.pdf

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Good afternoon,

Please find attached the completed July expense claim form and invoice for Jibs Abitoye.

Below are the approvals from Brenda Molter and Jibs Abitoye.

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:** August 13, 2020 1:38 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** RE: J. Abitoye July Expense Claim Form - Approval Required

Jennifer, I approve of this monthly cell phone bill for Councillor Abitoye.

Thanks,  
Brenda

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** August 13, 2020 1:31 PM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** RE: J. Abitoye July Expense Claim Form - Approval Required

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**From:** Jennifer Chapman  
**Sent:** August 13, 2020 12:33 PM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** J. Abitoye July Expense Claim Form - Approval Required

Good afternoon Brenda,

Please respond by reply email that you approve of the attached expense claim for Jibs Abitoye.

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:** August 13, 2020 12:26 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: July Expense Claim Form - 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 Aug 13, 2020, at 12:21 PM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

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**From:** Jennifer Chapman  
**Sent:** August 7, 2020 3:30 PM  
**To:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Subject:** July Expense Claim Form - Approval Required

Good afternoon Jibs,

Please respond by reply email that you approve of the attached expense claim for July 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)

<Expense Claim Form July 2020.xlsx>  
<July Cell Phone Invoice.pdf>