

EMPLOYEE NAME: Jibs Abitoye
 ADDRESS: [Redacted]
 MONTH ENDING: March 2021



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.

<https://open.alberta.ca/publications/travel-meal-and-hospitality-expenses-policy-expenses-policy>

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

Claim Receipted Expenses (EXCLUDING EDUCATION) in this Area

Receipt Date <i>yyyy-mm-dd</i>	Vendor Name	Description	GL Code (Fund-Object-Function) #-####-#####	Total before GST & HST	GST	HST	Total
2021-03-28	KOODO	March Cell Phone Bill	1.2137.11216	\$ 81.44	\$ 4.07		\$ 85.51
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	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				\$ 81.44	\$ 4.07	\$ -	\$ 85.51

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: Apr 8, 2021

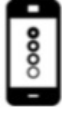
APPROVAL (IMMEDIATE SUPERVISOR):

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
 08-Apr-21

Print Name of Immediate Supervisor Supervisor's Signature Date

From: [Jibs Abitoye](#)
Sent: April 7, 2021 4:29 PM
To: [Jennifer Chapman](#)
Subject: Re: March Expenses



Your Koodo Bill
March 28, 2021



AJIBOLA ABITOYE
Account number: [REDACTED]

Account summary

View details at
koodo.com/selfserve


Balance forward from your last bill\$0.00
This reflects payments of \$200.62

New charges

Mobile services	\$81.44
GST / HST	\$4.07
Total new charges	\$85.51

Total due**\$85.51**

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]

* 100652692 Q2ST# 1002508056 Koodo is a trade name of TELUS Communications Inc.

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

On Apr 7, 2021, at 3:56 PM, Jennifer Chapman <JChapman@fortsask.ca> wrote:

Good afternoon Jibs,

Please forward your cell phone bill, mileage and any other expenses you want to claim for March 2021.

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: [Jennifer Chapman](#)
Sent: April 8, 2021 12:38 PM
To: [Accounts Payable](#)
Subject: J. Abitoye March Expenses APPROVED
Attachments: March Cell Bill.pdf; March Expense Claim Form.xlsx

Good afternoon,

Attached is the completed expense claim form and cell phone bill for Jibs Abitoye. Below are the emailed approvals.

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: April 8, 2021 10:51 AM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: FW: J. Abitoye March Expenses - Approval Requested

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

Thanks,
Brenda

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: April 8, 2021 9:02 AM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: J. Abitoye March Expenses - Approval Requested

Good morning Brenda,

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

From: Jibs Abitoye <jabitoye@fortsask.ca>
Sent: April 8, 2021 8:57 AM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: March Expenses - Approval Requested

Approved. Thanks Jennifer

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

On Apr 8, 2021, at 8:32 AM, Jennifer Chapman <JChapman@fortsask.ca>
wrote:

Good morning,

Please respond by reply email that you approve of the attached expense claim
for March 2021.

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

<March Cell Bill.pdf>
<March Expense Claim Form.xlsx>

CAPITAL REGION NORTHEAST WATER

005845

PO BOX 3438 LCD MAIN
SHERWOOD PARK ALBERTA T8H2T3
T: 780 467 7785

DATE 2 0 2 1 - 0 3 - 1 5
Y Y Y Y M M D D

PAY to Sibs Arbitrage \$ 240.00
the order of

Two hundred and forty

100 DOLLARS
CAPITAL REGION NORTHEAST WATER
Security Included

RE March 8/21 Per Diem

