

EMPLOYEE NAME: Jibs Abitoye

ADDRESS: [REDACTED]

MONTH ENDING: August 2022



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 (CRA rates), Meals, and Accomodation (Alberta 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>

<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances/reasonable-kilometre-allowance.html>

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 yyyy-mm-dd	Vendor Name	Description	GL Code (Fund-Object-Function) #-####-#####	Total before GST & HST	GST	HST	Total
2022-08-28	KOODO Mobile	August Cell Phone	1.2137.11216	\$ 95.75	\$ 4.25		\$ 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				\$ 95.75	\$ 4.25	\$ -	\$ 100.00

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.

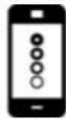
Signed: J. Abitoye electronically approved by Email

Date: Sep 6, 2022

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	Electronically Approved via email	06-Sep-22
Print Name of Immediate Supervisor	Supervisor's Signature	Date



Your Koodo Bill

August 28, 2022



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 \$134.35

New charges

Mobile services\$100.95
GST / HST\$5.05

Total new charges\$106.00

Total due.....\$106.00

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



* 100622692 GST# 1002528068 Koodo is a trade name of TELUS Communications Inc.

From: [Brenda Molter](#)
Sent: September 6, 2022 1:06 PM
To: [Jennifer Chapman](#)
Subject: FW: J. Abitoye August Expense Claim - Approval Required
Attachments: Aug Expense Claim Form.xlsx; J. Abitoye Aug Cell Phone.pdf

Jennifer, I approve of this monthly expense claim for Councillor Abitoye.

Thanks,
Brenda

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: September 6, 2022 12:39 PM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: J. Abitoye August Expense Claim - Approval Required

For your review and approval.

From: Jibs Abitoye <jabitoye@fortsask.ca>
Sent: September 6, 2022 12:36 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: RE: August Expense Claim - Approval Required

Approved. Thanks

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

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: September 6, 2022 12:35 PM
To: Jibs Abitoye <jabitoye@fortsask.ca>
Subject: August Expense Claim - Approval Required

Good afternoon,

Please review the attached expense claim form and respond by reply email that you approve the expense in August.

Thank you,

Jennifer Chapman
Legislative Officer | Legislative Services Department
City of Fort Saskatchewan