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Calgary Board of Education

P-CARD MISSING RECEIPT

Certification of Unavailable Documentation

This form must be completed for each credit card transaction (for purchases over \$20.00) that is not supported by a detailed receipt from the merchant. This form must be approved by the cardholder's Supervisor and enclosed within the Statement & Receipt Envelope.

CARDHOLDER

Cardholder Name

Frank J Coppinger

Card Number Phone Number

* * * * *	
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Department / School

Facilities and Environmental Services

Merchant Name	Transaction Date YYYY	MM	DD	Transaction Amount
Macleans Magazine	2 0 1 4	01	03	\$27.30

Description of purchase: _____
Macleans Magazine Subscription

Reason detailed receipt / documentation is not available: _____
Automatically renewed/receipt/invoice not yet provided

Cardholder Missing Receipt Acknowledgement

- The information provided is a true and accurate description of the details of the purchase
- I confirm that every attempt has been made to obtain a duplicate receipt by contacting the merchant. However, there has been failure to produce a receipt
- All items purchased as part of this credit card transaction were for use by The CBE in my duties as an employee. No personal purchases were made
- Original documentation is not in my possession and I will not seek reimbursement for the transaction
- I acknowledge that repeated lack of documentation could result in a cancelled relationship with the supplier and / or suspension of credit card privileges

Cardholder Signature	Date YYYY MM DD
	20 14 01 17

SUPERVISOR

I have accepted the cardholder's explanation of the receipt loss and / or inability to obtain a detailed receipt

Supervisor Signature	Employee ID	Date

PLA

TAMCO
5929 MCLEOD TRAIL T2H0L3
CALGARY AB
F820358101

*Dinner Meeting
w
AB Education*

1111 PURCHASE 1111
02-11-2011 20:16:10
Acct #) C
Exp Date 11/11 Card Type MC
Name: F 1
A0000000041010 MasterCard

Trace # 000000 Operator 015
F82035810101
Inv. # 243
Auth # 221110 RRN 001051000

Purchase \$129.68
Tip \$19.45
Total \$149.13

(00) APPROVED-THANK YOU

Retain this copy for your records
Customer copy

Mobile 4
Bill Date: January 17, 2014
FRANK COPPINGER
Mobile Ref.

Account # 1488of 1788
Next Bill Date: February 17, 2014

HF - Fac Ops & Enviro Services

CURRENT CHARGES for

Monthly charges billed to Feb 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	-5.00	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	73:07 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	35.7959 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	2:50 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$92.50
Total this month	\$92.50
Usage Summary min:sec	
Weekday	152:22
Weekend	2:19
Weeknight	0:31
Total time used	155:12
Event Summary	
Total Events	1
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	35.8174
Total this month	\$0.00

Mobile
Bill Date: January 17, 2014
FRANK COPPINGER
Mobile Ref.
HF - Fac Ops & Enviro Services

Account #
Next Bill Date: February 17, 2014

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CURRENT CHARGES for

(continued)

@\$.00/minute	40:15 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	39:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0215 MB	0.00
Travel text saver Unlimited Incoming Messages		
	1 event	0.00
Long distance		0.63
Roamer usage		2.20
Roamer data usage		110.13
Taxes		
GST		8.14

Total current charges

\$172.60

Mobile

Account #

1490of 1788

Bill Date: January 17, 2014

Next Bill Date: February 17, 2014

ITEMIZED LONG DISTANCE CALLS

no.	date	time	type	from	to	number called	min:sec	rate	long dist.	total
1	Wed Jan 15	07:47		CALGARY	AB EDMONTON	AB	3:41	0.00	0.28	0.28
2	Thu Jan 16	08:08		CALGARY	AB EDMONTON	AB	4:18	0.00	0.35	0.35

Total usage 0.00
Total long distance 0.63
Subtotal \$0.63

Roamer

no.	date	time	type	from	to	number called	min:sec	airtime	long dist.	total
3	Thu Jan 2	21:41	MsgCR	GBR	CALGARY	AB	2:00	2.20	0.00	2.20

Total usage 2.20
Subtotal \$2.20
Total \$2.83

CALL TYPES:
 MsgCR: Cellular retrvl/acss

RA

Passenger Information

1: Mr Francis Coppinger : Adult (16+), Ticket Number:

Air Canada - Aeroplan :

Meal Preference : None

Payment Card:

Special Needs: None

Seat Selection: None

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Tango</u>	134.00
Return Flight - <u>Tango</u>	134.00
<u>Surcharges</u>	15.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	30.00
U.S.A Transportation Tax:	39.74
U.S Agriculture Fee	5.68
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	16.26
U.S Passenger Facility Charge	5.11
U.S.A Immigration User Fee	7.95
<u>Air Travellers Security Charge (ATSC)</u>	12.10
September 11 Security Fee	2.84
U.S. Federal Customs Fee	6.24
Total airfare and taxes before options (per passenger)	408.92
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$408.92

Payment Information

Credit/Debit Card

Amount paid: \$408.92

The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$408.92 (Airfare - per ticket)

Ticket number(s):

Mobile
Bill Date: February 17, 2014
FRANK COPPINGER
Mobile Ref. 4801-CELL
HF - Fac Ops & Enviro Services

Account # 1497of 1804
Next Bill Date: March 17, 2014

CURRENT CHARGES for

Monthly charges billed to Mar 16, 2014

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes:		
3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Text Messaging 250 - Share	\$5.00	
less 100.00% Promotional Discount	-5.00	0.00
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	85:45 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	39.5428 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	42:38 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$92.50
Total this month	\$92.50
Usage Summary min:sec	
Weekday	126:59
Weekend	48:38
Total time used	175:37
Event Summary	
Total Events	1
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	39.5428
Total this month	\$0.00

Mobile
Bill Date: February 17, 2014
FRANK COPPINGER
Mobile Ref.
HF - Fac Ops & Enviro Services

Account #
Next Bill Date: March 17, 2014

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CURRENT CHARGES for (continued)

@\$.00/minute	13:14 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	34:00 min:sec	0.00
Travel text saver Unlimited Incoming Messages		
	1 event	0.00
Long distance		0.49
Taxes		
GST		2.59

Total current charges \$54.58

ADJUSTMENTS FOR AMOUNTS PREVIOUSLY BILLED

Items listed below have been applied as adjustments to your bill and are summarized on page 1.

<i>date applied</i>	<i>description</i>	<i>effective dates</i>	<i>usage</i>	<i>amount</i>
Feb 10	Account Credit	Feb 10		-208.39
			Total	\$-208.39

Mobile

Account #

1499of 1804

Bill Date: February 17, 2014

Next Bill Date: March 17, 2014

ITEMIZED LONG DISTANCE CALLS

<i>no.</i>	<i>date</i>	<i>time</i>	<i>type</i>	<i>from</i>	<i>to</i>	<i>number called</i>	<i>min:sec</i>	<i>rate</i>	<i>long dist.</i>	<i>total</i>
1	Mon Jan 20	07:30		CALGARY	AB EDMONTON	AB	0:32	0.00	0.07	0.07
2	Thu Jan 30	12:13		CALGARY	AB EDMONTON	AB	2:30	0.00	0.21	0.21
3	"	12:55		CALGARY	AB EDMONTON	AB	0:49	0.00	0.07	0.07
4	Tue Feb 11	12:49		CALGARY	AB EDMONTON	AB	1:02	0.00	0.14	0.14

Total usage	0.00
Total long distance	0.49
Subtotal	\$0.49
Total	\$0.49



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CARDHOLDER						
Cardholder Name						
Card Number				Phone Number		
* * * * *						
Department / School						
Facilities and Environmental Services – Superintendent's Office						
Merchant Name		Transaction Date		MM	DD	Transaction Amount
Starbucks		YYYY				
		2	0	1	4	\$25.00
Description of purchase:						
Gift Card: Employee Recognition						

Reason detailed receipt / documentation is not available:

Lost

Cardholder Missing Receipt Acknowledgement

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- All items purchased as part of this credit card transaction were for use by The CBE in my duties as an employee. No personal purchases were made
- Original documentation is not in my possession and I will not seek reimbursement for the transaction
- I acknowledge that repeated lack of documentation could result in a cancelled relationship with the supplier and / or suspension of credit card privileges

Cardholder Signature	Date
	YYYY MM DD
	2014 02 18

SUPERVISOR		
I have accepted the cardholder's explanation of the receipt loss and / or inability to obtain a detailed receipt		
Supervisor Signature	Employee ID	Date
	041984	20 Feb 2014

RJA

HERITAGE PARK SOCIETY

1900 Heritage Drive SW Calgary AB T2V 2X3
T: 403-268-8500 F: 403-268-8501 www.HeritagePark.ca

TRANSACTION APPROVED - THANK YOU

Payment Details

Transaction Type: PURCHASE

Transaction Amount: \$500.00 (CAD)

Order ID: [REDACTED]

Card Num: [REDACTED]

Card Type: [REDACTED]

Resp Code - ISO Code: 027 - 01

Auth Code: 173338

Reference Num: 662284730012500060 M

Date/Time: Feb 04 2014 03:33PM

SIGNATURE

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

Customer Details

Customer ID: E16804 - Calgary Board of Educ

Email Address:

Note: