

MINISTRY OF FINANCE AND SUPPORTED ENTITIES
REIMBURSEMENT CLAIM FOR NON-PAYROLL RELATED EXPENSES

INVOICE #
NR

FORM USAGE

This form is to be used by individuals to claim reimbursement for government expenditures that have been paid for personally and cannot be claimed using another reimbursement method (e.g., items that cannot be claimed through petty cash or on a travel voucher). After completion, the individual should forward the original claim (with receipts attached) to the expense authority. The expense authority will complete and sign the Coding section and forward the claim to MFIN, Accounts for processing. A cheque will be forwarded to the *Cheque Mailing Address* below.

CHEQUE INFORMATION

Payee Name: Edena Brown Vendor #: NR Loc. Code:

Cheque Mailing Address: s.22

DESCRIPTION OF PURCHASE(S)

Date of Purchase	Description	Amount
July 17 th 2020	office supplies (constit location)	SubTotal: 166.79 GST: 8.34 PST: 11.68 \$186.81
August 26 th 2020	postage / packaging (see attached)	SubTotal: \$29.99 GST: \$1.50 31.49
Cheque Total		\$218.3

Edena Brown
Signature of Individual Receiving Reimbursement

Aug 30th / 20
Date

Certified this is a true statement of disbursements made to which I am entitled and for which I have not been and will not be reimbursed by any other party.

CODING

Client: 039 Resp: 18YAA Service Line: 14001 STOB: 6508/6506 Project: 1800000

[Signature]
Expense Authority Signature

Sept 2 / 20
Date

Certified that the amount to be paid is correct, in accordance with appropriate statute or other authority for payment.

Morton, Kaitlin MCF:EX

From: Brown, Edena MCF:EX
Sent: July 20, 2020 9:58 AM
To: Morton, Kaitlin MCF:EX
Subject: Receipt for supplies
Attachments: IMG_1494.jpg

Hi Kaitlin,

Thanks for helping me!

I have the receipt attached.

Printer cartridges for both office and home printers as I have been printing off both.

Also one notebook/scheduler for office use.



Thanks Miss K,
Edena

465 Columbia Ave
Castlegar, BC V1N 1G8
Tel: 250-365-3468 Fax 250-365-3467
kolprint@shaw.ca
GST # R24039135

2020
July 17

CUSTOMER ORDER NUMBER		TELEPHONE		FAX		DATE	
NAME		ADDRESS		CITY		POSTAL CODE	
PAYMENT		CASH		CHECK		CREDIT CARD	
QTY		DESCRIPTION		PRICE		AMOUNT	
X		CASH		CHECK		CREDIT CARD	
1		Brother Ink					
1		LC103 BK XL				34 75	
1		LC103 CL XL				56 40	
3		Generic Ink					
3		M-BLC203 M.C.Y		10.50		31 50	
1		Fuzion Multipack					
		LC203XL BK				25 65	
1		Quo Vadis Scholar				18 49	
		55102E02					
SPECIAL INSTRUCTIONS				SUBTOTAL		166 70	
				GST		8 34	
				PST		11 69	
				TOTAL		186 73	

THANK YOU

ACT. PRINT
405 COLUMBIA AVE
CHATTANOOGA, AC. VINCEN
TENN.

Revised to: 17/01/2001
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Sale

NR

Entry Method: O

Next Year's Challenge

6/2/68 11:3

Inv. #: 000003 Acq. Code: 0

Brand: Batch#: 0

Tracer: 00011041
Sub-Level Ref: 00000000

Table 5

The authors thank Dr. H. J. Cantow III for his assistance.

Your account will be debited with
due amount.

Between this time the student
was ill at sea.

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED

7/20/88

Morton, Kaitlin MCF:EX

From: Brown, Edena MCF:EX
Sent: August 26, 2020 3:08 PM
To: Morton, Kaitlin MCF:EX
Subject: Receipts
Attachments: IMG_1496.jpg; ATT00001.txt; IMG_1497.jpg; ATT00002.txt; IMG_1498.jpg; ATT00003.txt

Hi Kaitlyn,

Here is the paperwork for mailing the binder.

\$31.49. I bought a box and it includes flat rate postage.

Thanks,
Edena

Canada Post / Postes Canada
CASTLEGAR
1011 4th St
CASTLEGAR, BC V1N2B0
GST/TPS#: 119321495

2020/08/26 01:53:03 sue
CC/CC641138 W/G1 TR1033737

G 5% 1@ \$29.99 \$29.99
FLAT RATE BOX LARGE

SUBTL \$29.99
GST \$1.50
TOTAL \$31.49

Debit Card \$31.49

Card Number

*****NR

CHG. DUE \$0.00
RND. CHG. \$0.00

Receipt required for all returns.

Tell us how we did today.
Complete the survey at
canadapostsurvey.ca
or text 'SURVEY' to 55555
and enter to WIN one of two
\$250 Prepaid Visa Cards.
(Standard message and data
rates would apply for text
message)

NR



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FLAT RATE BOX / BOÎTE À TARIF FIXE

To / À :

Name / Nom

Paula Gunn

Address / Adresse

Rm 134-501 Belleville St. P.O. Box 9057

Stn - Prov. Govt

City / Ville

Victoria

Prov.

BC

Postal Code / Code postal

V8W9E2

For delivery confirmation
canpost.ca or 1-800-550-4333

Confirmation de la livraison
postcanada.ca ou 1-800-550-4333

s.22

From / De :

Name / Nom

Edena Brown

Date

2020 08 26

s.22

33-066-833 (10-01)