



Royal Bank

RBC® Avion® Visa[®] Business

MUNICIPALITY OF THE COUNTY OF RICH 4516 07** **** 4381

JASON MARTELL 4516 07** **** 1900

STATEMENT FROM MAY 07 TO JUN 04, 2024

1 OF 3

Get 30% bonus Avios today

Convert a minimum of 10,000 Avion points to Avios[®] and get 30% bonus Avios with British Airways Executive Club[®]! Offer ends June 21st, 2024. Conditions apply. For details, visit avionrewards.com/travel/britishairways

PREVIOUS STATEMENT BALANCE **\$17,642.57**

IMPORTANT INFORMATION

AVION POINTS

Previous Points balance	361,627
Points earned this statement	13,087
New points balance	374,714

4516 07** **** 1900

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
MAY 06	MAY 07	LES CONTROLES LAURENTIDE KIRKLAND QC	\$1,010.23
		74064494127820167591967 <i>Water</i>	
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS	\$414.00 <i>NSF</i>
		74897264131418304862260 <i>10 260 4070 260170</i>	
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS	\$414.00 <i>NSF</i>
		74897264131418304538084 <i>10 210 2100 210110</i>	
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS	\$414.00 <i>NSF</i>
		74897264131418304707309 <i>10 212 2120 212170</i>	
MAY 13	MAY 15	AMAZON* 701-0919237-49 DOWNTOWN TOROON	\$115.12 <i>NSF</i>
		7408342413500009781217 <i>10 212 2160 212390</i>	
MAY 17	MAY 21	SLUMBER INN 5534 PROSPECTNEW MINAS NS	\$342.70 <i>NSF</i>
		74064494139920103703175 <i>10 242 3070 242110</i>	
MAY 17	MAY 17	PAYMENT - THANK YOU / PAIEMENT - MFRCI	-\$17,642.57
		74510104138710048876103 <i>1</i>	
MAY 21	MAY 22	LENOVO CANADA 855-2536686 ON	\$3,485.97 <i>NSF</i>
		24565894142200641522345 <i>10 212 2160 212390</i>	
MAY 21	MAY 22	LENOVO CANADA 855-2536686 ON	\$2,124.74 <i>NSF</i>
		24565894142200643480849 <i>10 212 2160 212390</i>	
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON	\$484.92 <i>NSF</i>
		24565894143200655725361 <i>10 212 2160 212390</i>	
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON	\$135.72 <i>NSF</i>
		24565894143200691934068 <i>10 212 2160 212390</i>	
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON	\$418.22 <i>NSF</i>
		24565894143200655962196 <i>10 212 2160 212390</i>	
MAY 23	MAY 24	CPC / SCP 040142 ARICHAT NS	\$6.88 <i>NSF</i>
		74064494144820187833095 <i>10 212 2160 212350</i>	
MAY 24	MAY 27	CPC / SCP 040142 ARICHAT NS	\$70.10 <i>NSF</i>
		74064494145820195238630 <i>10 212 2160 212350</i>	
MAY 24	MAY 27	DECATHLON CANADA INC. MONTREAL QC	\$241.50 <i>NSF</i>
		740998641450002053305 <i>10 270 2130 270260</i>	
MAY 24	MAY 27	FOX HARB'R RESORT FOX HARBOUR NS	\$529.00 <i>NSF</i>
		74703414146101774781636 <i>10 212 2120 212170</i>	

CONTACT US

Customer Service/Lost & Stolen	1-800-769-2512
Collect Outside North America	(416) 974-7780
Avion Rewards Travel Redemption	1-877-636-2870
Merchandise Redemption	1-800-769-2512
Rewards Website	avionrewards.com

PAYMENTS & INTEREST RATES

Minimum payment	\$10.00
Payment due date	JUN 21, 2024
Credit limit	\$20,000.00
Available credit	\$6,913.77
Annual interest rates:	
Purchases	19.99%
Cash advances	22.99%

CALCULATING YOUR BALANCE

Previous Statement Balance	\$17,642.57
Payments & credits	-\$17,642.57
Purchases & debits	\$13,086.23
Cash advances	\$0.00
Interest	\$0.00
Fees	\$0.00

NEW BALANCE \$13,086.23



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O. BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE
\$13,086.23

MINIMUM PAYMENT
\$10.00

PAYMENT DUE DATE
JUN 21, 2024

AMOUNT PAID
\$12,076.00

RBC® Avion® Visa[®] Business
4516 07** **** 4381 / 4516 07** **** 1900

RBC0190000_5709374_006-29887 04882

MUNICIPALITY OF THE COUNTY OF RICH
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
2357 HIGHWAY 206 MAIN ST
ARICHAT NS B0E 1A0

Quick, convenient and secure ways to pay your credit card bill:
• RBC Online Banking at www.rbcroyalbank.com/online
• RBC Mobile app - text "RBC" to 722722 to download

Other payment options include:
• RBC Royal Bank ATM
• Telephone Banking 1-800-769-2511
• Visit an RBC Royal Bank branch



Royal Bank

Link your RBC credit card to your Petro-Points card and instantly save 3 cents/L on gas + always earn 20% more Petro-Points[®] and Avion[®] points. Visit rbc.com/linkbusiness to link your card and for terms & conditions.

RBC[®] Avion[®] Visa[†] Business

MUNICIPALITY OF THE COUNTY OF RICH 4516 07** **** 4381

JASON MARTELL 4516 07** **** 1900

STATEMENT FROM MAY 07 TO JUN 04, 2024

2 OF 3

4516 07** **** 1900 (continued)

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
MAY 28	MAY 29	NOVA SCOTIA DARTMOUTH NS 7408342414900006124951	\$941.90
MAY 29	MAY 31	ALL BUSINESS ONLINE NEWS HALIFAX NS 74528064150920147098906	\$44.85
MAY 29	MAY 30	DELL CANADA INC (CAD-C NORTH YORK ON) 740387141504216791572810	\$1,816.89
JUN 01	JUN 03	CBA *WINZIP 492212224545 74056064153107798758771	\$74.69
JUN 02	JUN 03	AMAZON WEB SERVICES WWW.AMAZON.CAON 74537884154108699223979	\$0.80
NEW BALANCE			\$13,086.23

Handwritten notes and calculations:

- 10 212 2140 212310 \$387.18 H
- 10 270 4150 270520 \$387.18 H
- 10 242 4000 242380 \$167.54 H
- MS3
- MS3
- MS3
- MS3

Important Information

Protect your PIN and passwords

Never share your PIN with anyone - including your bank, family or friends

Cover the key pad when entering your PIN in public

Here are four ways to protect yourself and the people you love against phone scams:

- a) Don't pick up if you don't recognize the phone number. If it's really someone you know on the other end of the line, they'll leave a message or send a text explaining the nature of their call.
- b) Never give away personal information to someone you don't know. Even if they seem helpful or trustworthy or claim to be from a trusted company or agency. Hang up if they request personal details from you.
- c) Beware of grandchild impersonation. If anyone calls claiming to be your grandchild - especially if they're asking you for money, a credit card or a gift card to help with an emergency - don't fall for it. Hang up and call your family directly.
- d) Don't buy gift cards as a form of payment. A common phone scam is for a caller to buy gift cards in exchange for a cheque or other payment of a higher amount. Legitimate companies will never ask you to settle a debt or pay a bill by purchasing gift cards.

Stay Informed on The Latest Cyber Scams

<https://www.rbc.com/cyber-security/alerts/>



Royal Bank

RBC® Avion® Visa[‡] Business

MUNICIPALITY OF THE COUNTY OF RICH 4516 07** **** 4381

JASON MARTELL 4516 07** **** 1900

STATEMENT FROM MAY 07 TO JUN 04, 2024

3 OF 3

Please Note:

During this statement period, a transaction or other activity on this account resulted in the credit limit being exceeded one or more times. Your account should remain within the credit limit. Otherwise, we may not authorize future transactions. There are various ways in which RBC can help you manage your account and remain within your credit limit. Contact us or visit rbc.com/help to learn more.

INTEREST RATE CHART

Description	Rate (%)	Remaining Balance**	Expiry Date
Purchases & Fees	19.99	\$13,086.23	

** The "Determination of Interest" section on the back of your statement explains how interest is charged and how you may avoid interest charges on purchases and fees and the "Applying your payments" section explains how payments are applied to the Remaining Balances shown above.

Shelley David

From: service@intl.paypal.com
Sent: May-08-24 10:14 AM
To: Shelley David
Subject: Your PayPal receipt

Hi Jason Martell,



You paid \$414.00 CAD to Tracey Boutilier

Create a PayPal account for fast, secure checkouts at millions of merchants.

[Create PayPal Account Now](#)

Your purchase details

Your Transaction ID:
9X106449M4401801W

Merchant Transaction ID:
OYV48824C01818205

Purchase Date:
May 8, 2024

Payment to:
Tracey Boutilier

Payment from:
Jason Martell

Quantity	1
Item	Superport Registration - <i>Martin Thomsen</i>
ID Number	
Price	\$360.00 CAD

HS

visa

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<i>S</i>
Add. & Ext. Checked.....	<i>E</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc. No. <i>4070 26017</i>	

Subtotal	\$360.00 CAD
Tax	\$54.00 CAD
Total	\$414.00 CAD

Shelley David

From: service@intl.paypal.com
Sent: May-08-24 10:12 AM
To: Shelley David
Subject: Your PayPal receipt

Hi Jason Martell,



You paid \$414.00 CAD to Tracey Boutilier

Create a PayPal account for fast, secure checkouts at millions of merchants.

[Create PayPal Account Now](#)

Your purchase details

Your Transaction ID:
2M589783PS091422K

Merchant Transaction ID:
2LS485815D035762T

visa

Hsi3

Purchase Date:
May 8, 2024

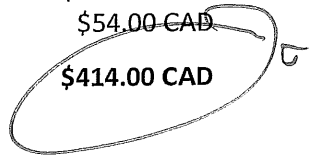
Payment to:
Tracey Boutilier

Payment from:
Jason Martell

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<i>g</i>
Add. & Ext. Checked.....	<i>g</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Acc't No.....	<i>10 210 2100 210 110</i>

Quantity 1
Item Superport Registration - *Amanda Mombourquette*
ID Number
Price \$360.00 CAD

Subtotal \$360.00 CAD
Tax \$54.00 CAD
Total \$414.00 CAD



Shelley David

From: service@intl.paypal.com
Sent: May-08-24 10:09 AM
To: Shelley David
Subject: Your PayPal receipt

Hi Jason Martell,



You paid \$414.00 CAD to Tracey Boutilier

Create a PayPal account for fast, secure checkouts at millions of merchants.

[Create PayPal Account Now](#)

Your purchase details

Your Transaction ID:
0VD106331A173390W

Merchant Transaction ID:
0LC58879J6601933X

Purchase Date:
May 8, 2024

Payment to:
Tracey Boutilier

Payment from:
Jason Martell

Quantity	1
Item	Superport Registration - <i>Troy MacCulloch</i>
ID Number	
Price	\$360.00 CAD

Visa *HST*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	8
Add. & Ext. Checked.....	8
Approval for Payment.....	8
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct No.....	10272120 21213

Subtotal	\$360.00 CAD
Tax	\$54.00 CAD
Total	\$414.00 CAD



Final Details for Order #701-0919237-4922606

Print this page for your records.

Order Placed: May 13, 2024
Amazon.ca order number: 701-0919237-4922606
Order Total: \$115.12

Shipped on May 14, 2024

Items Ordered

2 of: OtterBox iPhone 12 & iPhone 12 Pro Defender Series Case - Black, Rugged & Durable, with Port Protection, Includes Holster Clip Kickstand

Price \$50.05

Sold by: Amazon.com.ca ULC

Manufacturer: Otter Products, FREDERICK, CO, 80504 US

Condition: New

Shipping Address:

Jason Martell
Municipality of the County of Rich 2357 Highway 206 Main St
Arichat, Nova Scotia B0E 1A0
Canada

Goods Rec'd. Date..... Initial...
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 10-212-2160-212390

H513

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

Visa ending in 1900

Billing Address:

Jason Martell
Municipality of the County of Rich 2357 Highway 206 Main St
Arichat, Nova Scotia B0E 1A0
Canada

Table with 2 columns: Description, Amount. Includes Item(s) Subtotal: \$100.10, Shipping & Handling: \$0.00, Total before tax: \$100.10, Estimated GST/HST: \$15.02, Estimated PST/RST/QST: \$0.00.

Grand Total: \$115.12

Credit Card transactions

Visa ending in 1900: May 14, 2024: \$115.12

To view the status of your order, return to Order Summary

Please note: This is not a VAT invoice.

Conditions of Use | Privacy Notice © 2009-2020, Amazon.com, Inc. and its affiliates. All rights reserved. Amazon.ca is a trademark of Amazon.com, Inc.

Back to top

Buttons for English, Canada, and Help.

Conditions of Use Privacy Notice Interest-Based Ads
© 1996-2024, Amazon.com, Inc. or its affiliates



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 2, 2024

Re: IT Procurement Expenditure Request 0034

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Amazon for OtterBox Defender Cases for new iPhone 12's for Shaun Boudreau and Delbert Matthews. These cases are extra protective and come with belt clip holders. It is requested as a credit card charge as ITPER0034.

Value:

\$115.12

Vendor:

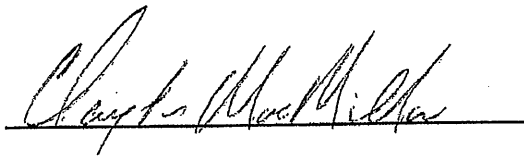
Amazon

Description of Expenditure:

OtterBox Defender Cases for new iPhone 12's for Shaun Boudreau and Delbert Matthews. These cases are extra protective and come with belt clip holders.

Purchasing Policy Comments:

Rolling Phones is our preferred vendor for mobile related purchases; however, they were out of stock. Amazon was the only other vendor where these cases could be found; therefore, no other quotes could be solicited.



Clayton MacMillan
Technology Specialist



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTE DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	AWS		
DATE	13-May-24	DEPARTMENT	IT
REQUESTER	Clayton MacMillan	EXPENSE REQUEST #	0034
GL CODE	10-212-2160-212390	PO REQUIRED	No
PAYMENT TYPE	Credit Charge	PO NUMBER	
CARD HOLDER	The Municipality of the County of Richmond		

ITEM	PRODUCT/SERVICE		
1	OtterBox for iPhone 12 for Public Works		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$50.05	2	\$100.10
2	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
		1	\$0.00
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
		1	\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$100.10
		ESTIMATED TAX	\$15.02
		FINAL COST	\$115.12

AUTHORIZATION	
NAME	
DATE	



Slumber Inn Hotel (1763)

5534 PROSPECT RD
 New Minas, NS B4N 3K8
 (902) 681-5000
 reservations@slumberinn.ca

Account: 41090260
 Date: 6/6/24
 Room: 317 GROUP--
 Arrival Date: 5/15/24
 Departure Date: 5/17/24
 Check In Time: 5/15/24 3:33 PM
 Check Out Time: 5/17/24 7:42 AM

Martel, Tristan
 MUNICIPAL PUBLIC WORKS ASSOC
 OF NOVA SCOTIA
 2507Point Michaud Rd
 Arichat, NS B0E1A0

Rewards Program ID:
 You were checked in by: jjackie
 You were checked out by: cmitchell1
Total Balance Due: 0.00

Post Date	Description	Comment	Amount
5/15/24	Room Charge	#317 Martel, Tristan	149.00
5/15/24	Harmonized Sales Tax		22.35
5/16/24	Room Charge	#317 Martel, Tristan	149.00
5/16/24	Harmonized Sales Tax		22.35
5/17/24	Visa Payment		(342.70)

XXXXXXXXXXXX1900

Folio Summary		5/15/24 - 5/17/24	Amount
	Room Charge		298.00
	Harmonized Sales Tax		44.70
	Visa Payment		(342.70)
Balance Due:			0.00

HST 3

HST # R121119309

X _____

Goods Rec'd. Date.....	Initial..	OB
Prices Checked.....		9
Add. & Ext. Checked.....		9
Approval for Payment.....		9
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.	10242	3010 242.10

Follow us on:



slumberinn.newminas



+slumberinnnewminas



slumberinn



SlumberInnNS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295521306
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264947559
 Ship Date : 05/21/2024
 Lenovo Order # : 4645828803
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
21FV002DUS	ThinkPad P1 Gen 6 Intel (16#) Mobile Wor Environmental Handling Fee Serial# PW06Z692	1.00	3,144.15	3,144.15 0.40
5WS0W89701	1Y Premier Support Upgrade from 1Y Onsit Serial #	1.00	0.01	0.01

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"
CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295521306
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264947559
 Ship Date : 05/21/2024
 Lenovo Order # : 4645828803
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
---------	-------------	-----	----------------------------	-----------------------

Summary:

Total of Products/Services				3,144.16
Environmental Fee				0.40
Total of Discounts				0.00
Total of Harmonized Sales Tax				471.68
Total of Canada Taxes				471.68
Total Shipping and Handling Charges				0.00
Total Value Added Services				0.00
Reward Applied				130.27-
Lenovo GST Registration # 854807039				

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295521306
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264947559
 Ship Date : 05/21/2024
 Lenovo Order # : 4645828803
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
---------	-------------	-----	----------------------------	-----------------------

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.
 Remarks :

Payment method: Credit Card
 Payment Terms : 30 days from date of invoice
 If amount is not paid within 30 days of the Invoice date, a 2 % penalty will apply.

3,485.97 CAD

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada		
DATE	21-May-24	DEPARTMENT	IT
REQUESTER	Clayton MacMillan	EXPENSE REQUEST #	0035
GL CODE	10-212-2160-212390	PO REQUIRED	Yes
PAYMENT TYPE	Credit Charge	PO NUMBER	IT0013
CARD HOLDER	The Municipality of the County of Richmond		

ITEM	PRODUCT/SERVICE		
1	Lenovo Laptop P1 Gen 6		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$3,144.15	1	\$3,144.15
2	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.40	1	\$0.40
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$3,144.55
		ESTIMATED TAX	\$471.68
		FINAL COST	\$3,485.96

AUTHORIZATION	Note: \$130.27 was subtracted from total as Lenovo GST Registration	
	NAME	
	DATE	



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 21, 2024

Re: IT Procurement Expenditure Request 0035

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Lenovo Canada. The request is for one 16" P1 Gen 6 Laptop for Clayton MacMillan. It is requested as a credit card charge as ITPER0035 on PO #IT0013.

Value:

\$3485.97

Vendor:

Lenovo Canada

Description of Expenditure:

1 Lenovo P1 Gen 6 laptop @ 3144.15
\$471.68 in HST and \$0.40 Environmental Handling Fee
Minus \$130.27 Lenovo GST Registration # 854807039

Purchasing Policy Comments:

Lenovo is not a preferred approved vendor according to our purchasing policy; however, while Lenovo products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties. Additionally, we have an established business account for preferred pricing.

Clayton MacMillan
Technology Specialist



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295521304
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264947544
 Ship Date : 05/21/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
21HH0043US	ThinkPad T16 Gen 2 Intel (16") Environmental Handling Fee Serial # PF4QZAS0	1.00	1,847.19	1,847.19 0.40
5WS0U26641	3Y Premier Support Upgrade from 3Y Onsit Serial #	1.00	0.01	0.01

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295521304
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264947544
 Ship Date : 05/21/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
---------	-------------	-----	----------------------------	-----------------------

Summary:

Total of Products/Services	1,847.20
Environmental Fee	0.40
Total of Discounts	0.00
Total of Harmonized Sales Tax	277.14
Total of Canada Taxes	277.14
Total Shipping and Handling Charges	0.00
Total Value Added Services	0.00
Lenovo GST Registration # 854807039	

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

Remarks :

Payment method: Credit Card
 Payment Terms : 30 days from date of invoice
 If amount is not paid within 30 days of the Invoice date, a 2 % penalty will apply.

2,124.74 CAD ✓

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTE DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada		
DATE	21-May-24	DEPARTMENT	IT
REQUESTER	Clayton MacMillan	EXPENSE REQUEST #	0036
GL CODE	10-212-2160-212390	PO REQUIRED	Yes
PAYMENT TYPE	Credit Charge	PO NUMBER	IT0014
CARD HOLDER	The Municipality of the County of Richmond		

ITEM	PRODUCT/SERVICE		
1	Lenovo Laptop T16		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$1,847.20	1	\$1,847.20
2	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.40	1	\$0.40
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$1,847.60
		ESTIMATED TAX	\$277.14
		FINAL COST	\$2,124.74

AUTHORIZATION	
NAME	
DATE	



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 21, 2024

Re: IT Procurement Expenditure Request 0036

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Lenovo Canada. The request is for one 16" T16 Gen2 Laptop for Sharla Sampson. Additionally, one docking station is part of the request. It is requested as a credit card charge as ITPER0036 on PO #IT0014.

Value:

\$2124.74

Vendor:

Lenovo Canada

Description of Expenditure:

1 Lenovo T16 Gen2 laptop @ 1847.20
\$277.14 in HST and \$0.40 Environmental Handling Fee

Purchasing Policy Comments:

Lenovo is not a preferred approved vendor according to our purchasing policy; however, while Lenovo products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties. Additionally, we have an established business account for preferred pricing.

Clayton MacMillan
Technology Specialist



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295525794
 Invoice Date 05/22/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264945262
 Ship Date : 05/22/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
40B70090US	ThinkPad Universal USB-C Dock v2 Environmental Handling Fee Serial # YCV01970	1.00	220.38	220.38 0.25
40B70090US	ThinkPad Universal USB-C Dock v2 Environmental Handling Fee Serial # YCV017EC	1.00	200.79	200.79 0.25

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. <i>10-217-21601-212390</i>	

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"
CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295525794
 Invoice Date 05/22/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264945262
 Ship Date : 05/22/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
Summary:				
Total of Products/Services				421.17
Environmental Fee				0.50
Total of Discounts				0.00
Total of Harmonized Sales Tax				63.25
Total of Canada Taxes				63.25
Total Shipping and Handling Charges				0.00
Total Value Added Services				0.00
Lenovo GST Registration # 854807039				

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW. THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295525794
 Invoice Date 05/22/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer #	: CA00000003	Email:	naar@lenovo.com
PO #	:	Delivery #	: 5264945262
Ship to Customer #	: CA00000003	Ship Date	: 05/22/2024
Agreement #	:	Lenovo Order #	: 4645829056
		License #	:

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
---------	-------------	-----	----------------------------	-----------------------

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.
 Remarks :

Payment method: Credit Card
 Payment Terms : 30 days from date of invoice
 If amount is not paid within 30 days of the Invoice date, a 2 % penalty will apply.

484.92 CAD

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW. THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada		
DATE	21-May-24	DEPARTMENT	IT
REQUESTER	Clayton MacMillan	EXPENSE REQUEST #	0037
GL CODE	10-212-2160-212390	PO REQUIRED	No
PAYMENT TYPE	Credit Charge	PO NUMBER	
CARD HOLDER	The Municipality of the County of Richmond		

ITEM	PRODUCT/SERVICE		
1	Lenovo Universal USB-C Laptop Dock		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$220.38	1	\$220.38
2	Lenovo Universal USB-C Laptop Dock		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$200.79	1	\$200.79
3	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.50	1	\$0.50
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$421.67
		ESTIMATED TAX	\$63.25
		FINAL COST	\$484.92

AUTHORIZATION	
NAME	
DATE	



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 21, 2024

Re: IT Procurement Expenditure Request 0037

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Lenovo Canada. The request is two Universal USB-C laptop docking stations. It is requested as a credit card charge as ITPER0037.

Value:

\$484.92

Vendor:

Lenovo Canada

Description of Expenditure:

1 Lenovo docking station @ \$220.38

1 Lenovo docking station @ \$200.79

\$63.25 in HST and \$0.50 Environmental Handling Fee

Purchasing Policy Comments:

Lenovo is not a preferred approved vendor according to our purchasing policy; however, while Lenovo products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties. Additionally, we have an established business account for preferred pricing.

A handwritten signature in cursive script, reading "Clayton MacMillan", written over a horizontal line.

Clayton MacMillan
Technology Specialist



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295538570
 Invoice Date 05/22/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264966599
 Ship Date : 05/23/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
78011351	Logitech MK540 Wireless Keyboa	2.00	58.76	117.52
	Environmental Handling Fee			0.50

Summary:

Total of Products/Services

Environmental Fee

Total of Discounts

Total of Harmonized Sales Tax

Total of Canada Taxes

HS3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	5
Add. & Ext. Checked.....	9
Approval for Payment.....	71
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. 10-212-2160-212390	

117.52
 0.50
 0.00
 17.70
 17.70

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295538570
 Invoice Date 05/22/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264966599
 Ship Date : 05/23/2024
 Lenovo Order # : 4645829056
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
	Total Shipping and Handling Charges			0.00
	Total Value Added Services			0.00
	Lenovo GST Registration # 854807039			

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.
 Remarks :

Payment method: Credit Card
 Payment Terms : 30 days from date of invoice
 If amount is not paid within 30 days of the Invoice date, a 2 % penalty will apply.

135.72 CAD

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



THE MUNICIPALITY OF THE COUNTY OF
 LA MUNICIPALITÉ DU COMTE DE
RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada
DATE	21-May-24
REQUESTER	Clayton MacMillan
GL CODE	10-212-2160-212390
PAYMENT TYPE	Credit Charge
CARD HOLDER	
DEPARTMENT	IT
EXPENSE REQUEST #	0038
PO REQUIRED	No
PO NUMBER	
The Municipality of the County of Richmond	

ITEM	PRODUCT/SERVICE		
1	Logitech MK540 Wireless Keyboard and Mouse		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$58.76	2	\$117.52
2	PRODUCT/SERVICE		
	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.50	1	\$0.50
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$118.02
		ESTIMATED TAX	\$17.70
		FINAL COST	\$135.72

AUTHORIZATION	
NAME	
DATE	

Disclaimer: This document is strictly confidential and solely for internal use of the Municipality of the County of Richmond and may not be reproduced or disseminated without prior written consent. If you are not an intended recipient you may not disclose or use the information in this documentation in any way.



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 21, 2024

Re: IT Procurement Expenditure Request 0038

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Lenovo Canada. The request is for two Logitech MK540 wireless keyboard and mouse combos. This was purchased along with two new laptops. It is requested as a credit card charge as ITPER0038.

Value:

\$135.72

Vendor:

Lenovo Canada

Description of Expenditure:

2 Logitech MK540 Keyboard and mouse combos @ \$58.76 each for \$117.52
\$17.70 in HST and \$0.50 Environmental Handling Fee

Purchasing Policy Comments:

Lenovo is not a preferred approved vendor according to our purchasing policy; however, while Lenovo products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties. Additionally, we have an established business account for preferred pricing.

Clayton MacMillan
Technology Specialist



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295523903
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :
 Email: naar@lenovo.com
 Delivery # : 5264945198
 Ship Date : 05/22/2024
 Lenovo Order # : 4645828803
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
40B00300US	ThinkPad Thunderbolt 4 Workstation Dock	1.00	376.99	376.99
	Environmental Handling Fee			0.25
	Serial # ZDTN2YCA			

Summary:
Total of Products/Services
 Environmental Fee
Total of Discounts
 Total of Harmonized Sales Tax

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. 10-212-21100-212390	

HST3

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



Lenovo (Canada) Inc.

Ship To Municipality of Richmond County
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

Invoice No 6295523903
 Invoice Date 05/21/2024

Invoice To Jason Martell
 Municipality of Richmond Count
 2357 Highway 206
 ARICHAT NS CA B0E 1A0

For questions about your invoice
 Call: Lenovo Accounts Receivable
 1-866-426-4004
 Write: 55 Idema Road; Markham, ON L3R 1A9

SAP Customer # : CA00000003
 PO # :
 Ship to Customer # : CA00000003
 Agreement # :

Email: naar@lenovo.com
 Delivery # : 5264945198
 Ship Date : 05/22/2024
 Lenovo Order # : 4645828803
 License # :

Product	Description	QTY	Unit price Discount Amt	Amount Discted Amt
Total of Canada Taxes				56.59
Total Shipping and Handling Charges				0.00
Total Value Added Services				0.00
Reward Applied				15.61-
Lenovo GST Registration # 854807039				

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

This invoice is issued as a result of the Lenovo CUSTOMER AGREEMENT or the equivalent agreement between us.
 Remarks :

Payment method: Credit Card
 Payment Terms : 30 days from date of invoice
 If amount is not paid within 30 days of the Invoice date, a 2 % penalty will apply.

418.22 CAD

SHOPPING FOR A PC, ACCESSORIES OR SOFTWARE? CALL LENOVO DIRECT AT 866-42-THINK (866-428-4465) OR VISIT WWW.THINKPAD.COM/CA
 For your convenience in processing payments Lenovo offers a variety of e-payment options including wire transfers, EFT(electronic funds transfer), and Credit Card.
 For more information please call 1-866-426-4004. For technical support, please call:Idea: 1-877-453-6686 Think: 1-800-565-3344

E.&.O.E. "The Lenovo logo is a trademark of Lenovo Group Limited or one of its subsidiaries"

CUSTOMER COPY-FOR YOUR RECORDS



THE MUNICIPALITY OF THE COUNTY OF
 LA MUNICIPALITÉ DU COMTE DE
RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada
DATE	21-May-24
REQUESTER	Clayton MacMillan
GL CODE	10-212-2160-212390
PAYMENT TYPE	Credit Charge
CARD HOLDER	
DEPARTMENT	IT
EXPENSE REQUEST #	0039
PO REQUIRED	No
PO NUMBER	
The Municipality of the County of Richmond	

ITEM	PRODUCT/SERVICE		
1	Lenovo Thunderbolt Laptop Dock		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$376.99	1	\$376.99
2	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.25	1	\$0.25
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$377.24
		ESTIMATED TAX	\$56.59
		FINAL COST	\$418.22

Note: \$15.61 Reward Applied to final cost

AUTHORIZATION	
NAME	
DATE	



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 21, 2024

Re: IT Procurement Expenditure Request 0039

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Lenovo Canada. The request is for one Lenovo Thunderbolt laptop dock for Clayton MacMillan laptop. It is requested as a credit card charge as ITPER0039.

Value:

\$418.22

Vendor:

Lenovo Canada

Description of Expenditure:

1 Lenovo thunderbolt laptop dock @ 376.99
\$56.59 in HST and \$0.25 Environmental Handling Fee
Minus \$15.61 Lenovo Reward

Purchasing Policy Comments:

Lenovo is not a preferred approved vendor according to our purchasing policy; however, while Lenovo products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties. Additionally, we have an established business account for preferred pricing.

Clayton MacMillan
Technology Specialist

Canada Post/Postes Canada
 ARICHAT PO
 2541 HIGH RD
 ARICHAT, NS BOE 1A0
 GST/TPS#119321495

 2024/05/23 13:07:31 ROSE
 CC40142 W/G 1

NSH 2 @ \$2.99 \$5.98
 DOCUMENT MAILER/ENVELOPPE

 SUBTL/SOUS-TOTAL \$5.98
 HST/TVH \$0.90
 TOTAL \$6.88

 Visa \$6.88

Receipt required for all eligible returns
 within 30 days of purchase./
 Reçu requis pour tous les retours
 admissibles dans les 30 jours suivant
 l'achat.

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.)/

Parlez-nous de votre expérience
 aujourd'hui. Répondez au sondage sur le
 site sondagepostescanada.ca ou envoyez un
 message texte à sondage au 55555 et courez
 la chance de GAGNER l'une des deux cartes
 Visa prépayées de 250\$. (Les frais
 standard pour les messages textes et les
 données s'appliquent.)



2124-10040142-1-1611902-12

WWW.CANADAPOST.CA/WWW.POSTESCANADA.CA

TRANSACTION RECORD

ARICHAT PO
 2541 HIGH RD
 ARICHAT, NS BOE 1A0

TYPE: PURCHASE
 ACCT: VISA
 AMOUNT:

\$ 6.88

CARD NUMBER: *****1900
 DATE/TIME: 2024-05-23 13:07:23
 REFERENCE #: 0010012480 H
 AUTH #: 017052
 VISA CREDIT
 A0000000031010
 INVOICE NUMBER 1611902

01 Approved - Thank You 027

FF / DT 20

IMPORTANT - retain this copy for
 your records

CUSTOMER COPY

1785

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	9
Add. & Ext. Checked.....	9
Approval for Payment.....	21
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct No.....	2160212850

Canada Post/Postes Canada
 ARICHAT PO
 2541 HIGH RD
 ARICHAT, NS BOE 1A0
 GST/TPS#119321495

2024/05/24 13:23:18 Amanda
 CC40142 W/G 1

N \$31.00
 XPRESSPOST US/XP EU

Item Weight/Poids de l'article: 0.084 kg
 Volumetric Equivalent (VE)/
 Équivalent volumétrique (EV): 0.100
 Destination: United States
 Postal code - ZIP Code/Code postal -
 ZIP: 85356
 Recipient/Destinataire: ESTATE OF
 WILLIAM D YEADON



N \$0.00
 INDERN XP US-COV/INDERN XP EU COVERT

Amount covered/Montant de la
 couverture: \$10.00

N \$0.00
 SIGNATURE PRIORITY/SIGNATURE PRIORITÉ

N \$0.00
 DELIVERY CFIRM./CON DE LIVRAISON

N \$4.88
 FUEL SURCHARGE/SUPPLEMENT POUR CAR

N \$29.56
 XPRESSPOST US/XP EU

Item Weight/Poids de l'article: 0.084 kg
 Volumetric Equivalent (VE)/
 Équivalent volumétrique (EV): 0.100
 Destination: United States
 Postal code - ZIP Code/Code postal -
 ZIP: 14843
 Recipient/Destinataire: JOHN DELLA
 PENNA



N \$0.00
 INDERN XP US-COV/INDERN XP EU COVERT

Amount covered/Montant de la
 couverture: \$10.00

N \$0.00
 SIGNATURE PRIORITY/SIGNATURE PRIORITÉ

N \$0.00
 DELIVERY CFIRM./CON DE LIVRAISON

N \$4.66
 FUEL SURCHARGE/SUPPLEMENT POUR CAR

SUBTL/SOUS-TOTAL \$70.10
 Total Tax/Taxe Totale \$0.00
 TOTAL \$70.10

Visa \$70.10

For complete terms and conditions consult
 the Canada Postal Guide at
 WWW.CANADAPOST.CA or any Post Office./
 Pour connaître les modalités complètes
 consultez le Guide des postes du Canada
 a l'adresse WWW.POSTESCANADA.CA ou a votre
 bureau de poste.

Sender warrants that the shipped item(s)
 do(es) not contain non-mailable matter./
 L'expéditeur confirme que l'article
 expédie ne contient aucun objet
 inadmissible.

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.)/

Parlez-nous de votre expérience
 aujourd'hui. Répondez au sondage sur le
 site sondagepostescanada.ca ou envoyez un
 message texte à sondage au 55555 et courez
 la chance de GAGNER l'une des deux cartes
 Visa prépayées de 250\$. (Les frais
 standard pour les messages textes et les
 données s'appliquent.)

Track your item by web or mobile app:
 Some exceptions apply./

Repérer votre article par le web ou
 l'appli mobile: Certaines conditions
 s'appliquent.



2124-10040142-1-1616182-1

1873

WWW.CANADAPOST.CA / WWW.POSTESCANADA.CA
 Prices Checked.....
 Add. & Ext. Checked.....
 Approval for Payment.....
 Discount Date.....
 Paid by Cheque No.....
 Distribution Agent No. 2160 212 350

TRANSACTION RECORD

ARICHAT PO
2541 HIGH RD
ARICHAT, NS BOE 1A0

TYPE: PURCHASE
ACCT: VISA
AMOUNT: \$ 70.10

CARD NUMBER: *****1900
DATE/TIME: 2024-05-24 13:23:10
REFERENCE #: 0010012510 H
AUTH #: 093294
VISA CREDIT
A0000000031010
INVOICE NUMBER 1616182

01 Approved - Thank You 027

FF / DT 20

IMPORTANT - retain this copy for
your records

CUSTOMER COPY



Déathlon Canada Inc., 2151 Boulevard Lapinière, Brossard, Québec, J4W 2T5
 TPS/TVH: 75460 0492 RC0001
 TVQ: 1224007058 IC0001

VISA

Order # / Commande #: 285624558733

Billing address / Adresse de facturation:

Delivery address / Adresse de livraison:

Order date / Date de commande: 2024-05-24

Jason Martell
 2357 Highway 206

Jason Martell
 2357 Highway 206

Total payable / Total à payer: \$241.50

B0E1A0, Arichat NS
 9022262400

B0E1A0, Arichat NS
 9022262400

Delivery method / Méthode de livraison: Canada Post

Invoice number / Numéro de facture: 2024285624558733

Invoice date / Date de facturation: 2024-05-24

#	SKU / Code Article	Quantity / Quantité	Unit price / Prix à l'unité	Sub-total / Sous-total	Federal tax / Taxe fédérale	Provincial Tax / Taxe provinciale	Total
1	Snorkel Mask - EasyBreath 500 Grey 4681776 - ML	2	35.00	70.00	0.00	10.50	80.50
2	Kids' Snorkel Mask - EasyBreath 500 Blue 2766495 - XS	1	35.00	35.00	0.00	5.25	40.25
3	Snorkel Mask - EasyBreath 500 Grey 4681775 - SM	3	35.00	105.00	0.00	15.75	120.75
4	Shipping/Livraison	1	0.00	0.00	0.00	0.00	0.00
Total:							\$241.50

For questions about your order, please visit <https://www.decathlon.ca/en/help/contact>. / Pour toute question concernant votre commande, veuillez visiter le <https://www.decathlon.ca/fr/help/contact>.

HST 5

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.....	16 270 4130 270260



Fox Harb'r Resort
 1337 Fox Harbour Road
 Fox Harbour, NS B0K 1Y0
 Tel. 902-257-1801, Fax. 902-257-1852

Guest Folio
 155695

Friday, May 24, 2024

Richmond County

Arrival Date **May 21, 2024**
 Departure Date **May 24, 2024**
 Number of Nights **3**

Room Number **1043**
 No. of Guests **1**
 Folio **A**

Group: Richmond County

Folio Items	Item Description	Price	Qty	Item Price
Wednesday, May 22, 2024				
	Rm #: 0104 - David, Shelly Accommodations Charge			230.00
Thursday, May 23, 2024				
	Rm #: 0104 - David, Shelly Accommodations Charge			230.00
Subtotal				460.00
TAX- HST				69.00

Payment Details

Payment	Date	Notes	Amount
VISA	24-May-24		529.00

Total	\$ 529.00
Payments	\$ 529.00
Balance	\$ 0.00

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any or the full amount of these charges.

Signature: _____

HST 3

Visa - Clerk AMANS Conference

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	ES
Adj. & Ext. Checked.....	ES
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Prohibition Acct. No.....	2120 712180



Nova Scotia/Prince Edward Island Council
 72 Highfield Park Drive
 Dartmouth, NS B3A 4X2
 Tel.: (902) 463-5646 • (800) 565-5056 Fax: (902) 469-9609
 https://sja.ca ns.info@sja.ca
 GST/HST Reg. Number: 108022518

**ST. JOHN AMBULANCE
 RECEIPT**

RECEIVED

MAY 28 2024

Receipt Number: I-NS-131154
 Date: 28 May 2024
 Terms: Due Upon Receipt

Client: Carla Martell
 2357 Highway 206
 Arichat, NS B0E 1A0

Client Id: CONT-2140048

Contact: Carla Martell
 cmartell@richmondcounty.ca
 902-226-0586

Ship To: CarlaMartellMunicipality of the County of Richmond
 2357 Highway 206
 Box 120
 Arichat, NS B0E 1A0

DETAILS						
Product ID	Description	Taxes Appl.	Unit Price	Unit Discount	Qty	Ext. Price
SJA-WEB-SHIPPING	SJA Shipping Fee	F&P	\$29.99	\$0.00	1	\$29.99
SJA-M5070A	Philips Battery, long-life (4-year or 200 shocks) (price includes TDG)	F&P	\$184.00	\$0.00	2	\$368.00
SJA-M5072A	Philips Infant/Child SMART Pads cartridge (1 pair)	F&P	\$140.35	\$0.00	3	\$421.05
SubTotal						\$819.04
GST/HST						\$122.86
Total						\$941.90

PAYMENT INFORMATION:

Payment Status: Fully Paid

Payment Method: Credit Card

Amount Paid: \$941.90

PLEASE NOTE: Discounts are not able to be applied to online registrations. ALL PRODUCT SALES ARE FINAL.

Goods Rec'd, Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: 10 212 2140 212310	

387.18 HST 3
 387.18 HST 1
 167.54 HST 3
 Received on May 31/24



Nova Scotia/Prince Edward Island Council

72 Highfield Park Drive
Dartmouth, NS B3A 4X2
Tel.: (902) 463-5646 • (800) 565-5056 Fax: (902) 469-9609
https://sja.ca ns.info@sja.ca
GST/HST Reg. Number: 108022518

**ST. JOHN AMBULANCE
RECEIPT**

Receipt Number: I-NS-131154
Date: 28 May 2024
Terms: Due Upon Receipt

Client: Carla Martell
2357 Highway 206
Arichat, NS B0E 1A0

Client Id: CONT-2140048

Contact: Carla Martell
cmartell@richmondcounty.ca
902-226-0586

Ship To: CarlaMartellMunicipality of the County of Richmond
2357 Highway 206
Box 120
Arichat, NS B0E 1A0

DETAILS

Product ID	Description	Taxes Appl.	Unit Price	Unit Discount	Qty	Ext. Price
SJA-WEB-SHIPPING	SJA Shipping Fee	F&P	\$29.99	\$0.00	1	\$29.99
SJA-M5070A	Philips Battery, long-life (4-year or 200 shocks) (price includes TDG)	F&P	\$184.00	\$0.00	2	\$368.00
SJA-M5072A	Philips Infant/Child SMART Pads cartridge (1 pair)	F&P	\$140.35	\$0.00	3	\$421.05
SubTotal						\$819.04
GST/HST						\$122.86
Total						\$941.90

PAYMENT INFORMATION:

Payment Status: Fully Paid

Payment Method: Credit Card

Amount Paid: \$941.90

PLEASE NOTE: Discounts are not able to be applied to online registrations. ALL PRODUCT SALES ARE FINAL.

PAID

Troy MacCulloch

From: allNovaScotia.com <payments@allnovascotia.com>
Sent: May 30, 2024 9:17 AM
To: Troy MacCulloch
Subject: Billing Cycle 6 Receipt - All Business Online News Group

You don't often get email from payments@allnovascotia.com. [Learn why this is important](#)

allNovaScotia.
PO Box 2621
Halifax, NS
B3J 3P7

GST # 87179 9342 RT0001
QCJO # Q8163149

Receipt # 624-M19972

May 29, 2024

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	g
Add. & Ext. Checked.....	g
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.....	10 212 2160

HST 3

212370

Attention Administrators: The new Admin Profile page is now set up for you. Please use this new time-saving feature to make online account and payment changes and access receipts.

If this is a personal account, past receipts are available on the subscriber's [Profile Page](#) accessible via the desktop site.

Starting next billing cycle, detailed receipts will no longer be emailed as they are always available on the aforementioned profile pages.

The following charge for the 4-week billing cycle between May 29, 2024 and June 25, 2024 has been applied to the credit card we have on file ending in **1900**.

39.00 plus 5.85 tax = \$44.85

This charge by **allBusiness-Online News Group** is for payment of an allNovaScotia subscription, an online business-news service.

This payment is for account **M19972**, which holds the following licensed users:

Troy MacCulloch

For individuals eligible to claim the Digital News Subscription Tax Credit, your year-to-date subscription cost is 269.10 including hst.

Thank you for supporting independent, local journalism.



Dell Canada Inc.
155 Gordon Baker Rd.
Suite 501
North York, Ontario
Canada M2H 3N5

Main Telephone/Téléphone: 1-800-847-4096
Technical Support/Soutien Technique: 1-800-847-4096
Dell Online/Dell Site Internet: www.dell.ca
GST/HST TPS No: 12123 3001 RT0001
QST/TPQ No: 1008330537 TQ0001

PST/TPP No:

INVOICE/FACTURE

No Payment Necessary! / Aucun règlement n'est dû!

Sold to/Vendu à:

Ship To/Expédié à:

JASON MARTELL
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada

MARTELL, JASON
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada

Invoice No/ No de facture: 1018246926	Customer No/ No de client: 530036126848	Order No/ No de commande: 1005353536	Page 1 of 3
--	--	---	--------------------

Dispatch Date/Expédition: 05/28/2024	Order date/Date commande: 05/27/2024
Due Date/Date d'échéance: 05/28/2024	Waybill Number/Numéro du bordereau: EWN000879299
Invoice Date/Date de facture: 05/28/2024	Payment Terms/Conditions: Credit card/Carte de débit
Salesperson/Vendeur(se): NABILA_KHATIB	

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.....	10-212-2166-212390

Item No Code article	Description Description	Quantity Quantité	Unit Price Prix unitaire	Amount Montant
210-AXJY	Dell 27 Monitor - S2721HN, 68.6 cm (27.0), Free-Sync, HDMI cable System Service Tag/No de serie: HXSWK04, GZSWK04, JZSWK04, J0TWWK04, 11TWWK04, 21TWWK04, 41TWWK04, 71TWWK04, G1TWWK04, J1TWWK04	10	154.99	1,549.90
814-9504	Dell Limited Hardware Warranty	10		
814-9505	Advanced Exchange Service, 1 Year	10		

Tax Summary/Détail des taxes

	CAD	
Tax Code	Tax Rate(%)	Tax Amount
Code Taxe	Taux taxe(%)	Montant de taxe
GST-HST/TPS	15.00	236.99

EHF Summary/Frais de gestion environnementaux sommaire

	CAD	CAD	
Description	Unit Fee	Quantity	Total Amount
Description	Frais unitaires	Quantité	Montant Total
NS EHF less than or equal to 29 in AIO Displays	3.00	10	30.00

	CAD
Sub-total/Sous-total	1,549.90
Freight / Frêt	0.00
EHF/écofrais	30.00
GST-HST/TPS	236.99
GST-HST/TPS Taxable Amount	1,579.90
GST-HST/TPS Non-Taxable Amount	0.00
Total	1,816.89
Payments/Crédits	1,816.89
Total due/Montant dû	0.00

UNLESS OTHERWISE MUTUALLY AGREED IN WRITING BETWEEN YOU AND DELL, THE DELL TERMS OF SALE AND POLICIES GOVERN THIS TRANSACTION.

A moins que vous n'ayez conclu une entente écrite distincte avec Dell, tous les achats sont assujettis aux conditions de vente de Dell accompagnant le présente facture.

French document available upon request / Un document en français est disponible sur demande.



Dell Canada Inc.
155 Gordon Baker Rd.
Suite 501
North York, Ontario
Canada M2H 3N5

Main Telephone/Téléphone: 1-800-847-4096
Technical Support/Soutien Technique: 1-800-847-4096
Dell Online/Dell Site Internet: www.dell.ca
GST/HST TPS No: 12123 3001 RT0001
QST/TTPQ No: 1008330537 TQ0001

PST/TTP No:

INVOICE/FACTURE

No Payment Necessary!/Aucun règlement n'est dû!

Sold to/Vendu à:

**JASON MARTELL
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada**

Ship To/Expédié à:

**MARTELL, JASON
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada**

Invoice No/ No de facture: 1018246926	Customer No/ No de client: 530036126848	Order No/ No de commande: 1005353536	Page 2 of 3
--	--	---	--------------------

Dispatch Date/Expédition: 05/28/2024
Due Date/Date d'échéance: 05/28/2024
Invoice Date/Date de facture: 05/28/2024
Salesperson/Vendeur(se): NABILA_KHATIB

Order date/Date commande: 05/27/2024
Waybill Number/Numéro du bordereau: EWN000879299
Payment Terms/Conditions: Credit card/Carte de débit

In some provinces, Dell may be required by regulation to charge customers for an Environmental Handling Fee (EHF). Where applicable, these fees will be included in the final invoice per provincial requirements.

UNLESS OTHERWISE MUTUALLY AGREED IN WRITING BETWEEN YOU AND DELL, THE DELL TERMS OF SALE AND POLICIES GOVERN THIS TRANSACTION.

A moins que vous n'ayez conclu une entente écrite distincte avec Dell, tous les achats sont assujettis aux conditions de vente de Dell accompagnant le présente facture.

French document available upon request / Un document en français est disponible sur demande.



Dell Canada Inc.
155 Gordon Baker Rd.
Suite 501
North York, Ontario
Canada M2H 3N5

Main Telephone/Téléphone: 1-800-847-4096
Technical Support/Soutien Technique: 1-800-847-4096
Dell Online/Dell Site Internet: www.dell.ca
GST/HST TPS No: 12123 3001 RT0001
QST/TVPQ No: 1008330537 TQ0001

PST/TVP No:

INVOICE/FACTURE

No Payment Necessary!/Aucun règlement n'est dû!

Sold to/Vendu à:

**JASON MARTELL
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada**

Ship To/Expédié à:

**MARTELL, JASON
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
RICH 2357 HWY 206 MAIN ST
ARICHAT NS B0E 1A0
Canada**

Invoice No/ No de facture: 1018246926	Customer No/ No de client: 530036126848	Order No/ No de commande: 1005353536	Page 3 of 3
--	--	---	--------------------

Dispatch Date/Expédition: 05/28/2024
Due Date/Date d'échéance: 05/28/2024
Invoice Date/Date de facture: 05/28/2024
Salesperson/Vendeur(se): NABILA_KHATIB

Order date/Date commande: 05/27/2024
Waybill Number/Numéro du bordereau: EWN000879299
Payment Terms/Conditions: Credit card/Carte de débit

Starting from March 4, 2024, Dell Order Number digits will have a new format of "10000xxxxx", which means they will be extended to 10 digits. Please be aware of this change and adjust accordingly.

À compter du 4 Mars 2024, les numéros de commande Dell auront un nouveau format (10000xxxxx) et comprendront 10 chiffres. Veuillez prendre note de ce changement et procéder aux ajustements nécessaires.

Associated Orders/Commande(s) associée(s): 1005353536

Changes due to result of new system implementation:

- Invoice number will be 10 numeric digits
- Customer number change for billing, collections and cash application purposes

Changement fait sur un nouveau système implémenter

- Le numéro de facture est maintenant à 10 chiffres
- Le numéro de client est changé pour la facturation, recouvrement et paiement

UNLESS OTHERWISE MUTUALLY AGREED IN WRITING BETWEEN YOU AND DELL, THE DELL TERMS OF SALE AND POLICIES GOVERN THIS TRANSACTION.

A moins que vous n'ayez conclu une entente écrite distincte avec Dell, tous les achats sont assujettis aux conditions de vente de Dell accompagnant le présente facture.

French document available upon request / Un document en français est disponible sur demande.



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	Lenovo Canada
DATE	29-May-24
REQUESTER	Clayton MacMillan
GL CODE	10-212-2160-212390
PAYMENT TYPE	Credit Charge
CARD HOLDER	
DEPARTMENT	IT
EXPENSE REQUEST #	0040
PO REQUIRED	Yes
PO NUMBER	IT0015
The Municipality of the County of Richmond	

ITEM	PRODUCT/SERVICE		
1	Lenovo Laptop T16		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$154.99	10	\$1,549.90
2	Environmental Handling Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$30.00	1	\$30.00
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$1,579.90
		ESTIMATED TAX	\$236.99
		FINAL COST	\$1,816.89

AUTHORIZATION	
NAME	
DATE	



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: May 29, 2024

Re: IT Procurement Expenditure Request 0040

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from Dell Canada. The request is for 10 27" monitors required to replace existing ones. It is requested as a credit card charge as ITPER0040. Since no individual item exceeds \$1500, a PO is not required.

Value:

\$1816.89

Vendor:

Dell Canada

Description of Expenditure:

10 27" Dell Monitors @ \$154.99 each for a total of \$1549.90
\$236.99 in HST and \$30 Environmental Handling Fee

Purchasing Policy Comments:

Dell is not a preferred approved vendor according to our purchasing policy; however, while Dell products can be purchased through third party vendors, purchasing directly from the manufacture provides maximum benefits regarding support and warranties.

Clayton MacMillan
Technology Specialist



The Municipality of the County of Richmond
 Kathleen Jeffrey
 2357 Hwy 206
 B0E1A0 Arichat Nova Scotia
 Canada

Invoice

Reference number: 465242526
 (required for all inquiries)

Invoice date: Jun 1, 2024

Invoice number: AKD-736111566040

Invoice information

#	Product name	Qty.	HST	Price to pay
1	WinZip Pro Suite	1	15%	CA\$64.95
<i>The World's #1 Compression and File Sharing Software Suite</i> Delivery: Electronic Download Duration: 12 month(s)				
Subtotal:				CA\$64.95
HST (15% on CA\$64.95):				CA\$9.74
Total:				CA\$74.69

Unless stated otherwise, the delivery date is identical to the billing date.

Total to pay:
CA\$74.69

Payment details

Your credit card (xxxxxxxxxxxx1900) has been successfully authorized. Please note that the charge on your credit card will appear as "CBA*WINZIP."

Goods Rec'd. Date	6/10	Initial	
Prices Checked			
Add. & Ext. Checked			
Approval for Payment			
Discount Date			
Paid by Cheque No.			
Distribution Acct No.	2160	212	340

HST 3

Cleverbridge GmbH is the merchant of record for this transaction.
 Gereonstr. 43-65, 50670, Cologne, Germany

Executive Management:
 Wendi Sturgis, Dr. Markus A. Wesel, Radu Immenroth

Registry court: Local Court of Cologne / HRB
 111750
 GST/HST Registration No.: 70987 4135 RT9999

Bank information:
 Account holder: Cleverbridge GmbH
 Account number: 0192144400
 Bank identifier code: 37070060
 Bank name: Deutsche Bank
 IBAN: DE42370700600192144400
 BIC (SWIFT): DEUTDEKXXX



Billing period
May 1 - May 31, 2024

Account ID
637423207280

Bill status
Issued

Bill issued
Jun 2, 2024

Date printed
Jun 6, 2024

AWS bill summary

Service provider

Amazon Web Services Canada, Inc.

Grand total:

Total in invoice currency

CAD 0.80

Total in USD

USD 0.58

USD 0.58

Payment information (1)

Total received payments **USD 0.58**

Service provider	Charge type	Document type	Invoice ID	Payment status	Received	Total in invoice currency	Total in USD
Amazon Web Services Canada, Inc.	Usage	Invoice	CAIN24-1177517	Received	06/02/2024	CAD 0.80	USD 0.58

Highest cost by service provider

Amazon Web Services Canada, Inc.

Highest service spend

Service name

Highest service spend

Trend compared to prior month

Highest AWS Region spend

Region name

Highest AWS Region spend

Trend compared to prior month

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	8
Add. & Ext. Checked.....	8
Approval for Payment.....	8
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. 10-212-2160-212390	

Route 53

Route 53

USD 0.50

↑ 0.0%

Any

USD 0.50

↑ 0.0%

Charges by service

Amazon Web Services Canada, Inc. (1)

Total pre-tax **USD 0.50**

Description	Usage Quantity	Amount in USD
Route 53		USD 0.50
Any		USD 0.50
Amazon Route 53 HostedZone \$0.50 per Hosted Zone for the first 25 Hosted Zones	1 HostedZone	USD 0.50
Global		USD 0.00
Amazon Route 53 DNS-Queries \$0.40 per 1,000,000 queries for the first 1 Billion queries	5,253 Queries	USD 0.00

Total tax

USD 0.08

Invoices

Amazon Web Services Canada, Inc. (1)

Total invoiced charges **USD 0.58**

Charge type	Document type	Invoice ID	Invoice date (UTC)	Total in invoice currency	Total in USD
Usage	Invoice	CAIN24-1177517	06/02/2024	CAD 0.80	USD 0.58

Tax Invoices and Supplemental Documents

No data to display.

Savings (0)

Total savings **USD 0.00**

No data to display.

Taxes by service

Amazon Web Services Canada, Inc. (1)

Total tax **USD 0.08**

Service name	Post-tax charges	Pre-tax charges	Taxes
Route 53	USD 0.58	USD 0.50	USD 0.08

Usage and recurring charges for this statement period will be charged on your next billing date. Estimated charges shown on this page, or shown on any notifications that we send to you, may differ from your actual charges for this statement period. This is because estimated charges presented on this page do not include usage charges accrued during this statement period after the date you view this page. Similarly, information about estimated charges sent to you in a notification do not include usage charges accrued during this statement period after the date we send you the notification. One-time fees and subscription charges are assessed separately from usage and reoccurring charges, on the date that they occur. The charges on this page exclude taxes, unless it is listed as a separate line item. To access your tax information, contact your AWS Organization's management owner.



INTERNAL MEMO

To: CAO of The Municipality of the County of Richmond

From: Clayton MacMillan

Date: June 2, 2024

Re: IT Procurement Expenditure Request 0041

The following gives a description of the expenditures related to the attached request. If all is in order, please sign the attached in the space indicated "Authorization" and return to me for further processing.

Request Type:

The request is from AWS. It is the April monthly fee for a richmondcounty.net domain we may require in the future. It is requested as a credit card charge as ITPER0041.

Value:

\$0.80

Vendor:

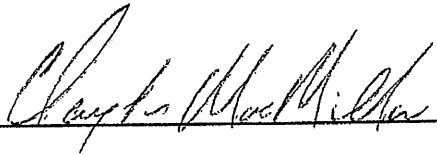
AWS (Amazon Web Services)

Description of Expenditure:

The request is for a richmondcounty.net domain registered through AWS Route 53 in the event a secondary domain is required in addition to richmondcounty.ca when migrating our IT infrastructure from a Notes server to MS365. This is the monthly charge for the month of May 2024.

Purchasing Policy Comments:

AWS is the sole provider for this service; therefore no other quotes could be solicited.



Clayton MacMillan
Technology Specialist



THE MUNICIPALITY OF THE COUNTY OF RICHMOND
 LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

PROCUREMENT EXPENDITURE REQUEST FORM

VENDOR	AWS		
DATE	02-Jun-24	DEPARTMENT	IT
REQUESTER	Clayton MacMillan	EXPENSE REQUEST #	0041
GL CODE	10-212-2160-212390	PO REQUIRED	No
PAYMENT TYPE	Credit Charge	PO NUMBER	
CARD HOLDER	The Municipality of the County of Richmond		

ITEM	PRODUCT/SERVICE		
1	Amazon Web Services Route 53 Monthly Use Fee		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
	\$0.70	1	\$0.70
2	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
		1	\$0.00
3	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
4	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
		1	\$0.00
5	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
6	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
7	PRODUCT/SERVICE		
	INDIVIDUAL COST	QUANTITY	TOTAL COST
			\$0.00
		TOTAL	\$0.70
		ESTIMATED TAX	\$0.10
		FINAL COST	\$0.80

AUTHORIZATION	
NAME	
DATE	



Royal Bank

RBC® Avion® Visa[†] Business

MUNICIPALITY OF THE COUNTY OF RICH 4516 07** **** 4381

JASON MARTELL 4516 07** **** 1900

STATEMENT FROM MAY 07 TO JUN 04, 2024

1 OF 3

Get 30% bonus Avios today

Convert a minimum of 10,000 Avion points to Avios[†] and get 30% bonus Avios with British Airways Executive Club[†]! Offer ends June 21st, 2024. Conditions apply. For details, visit avionrewards.com/travel/britishairways

PREVIOUS STATEMENT BALANCE \$17,642.57

IMPORTANT INFORMATION

AVION POINTS

Previous Points balance	361,627
Points earned this statement	13,087
New points balance	374,714

CONTACT US

Customer Service/Lost & Stolen	1-800-769-2512
Collect Outside North America	(416) 974-7780
Avion Rewards Travel Redemption	1-877-636-2870
Merchandise Redemption	1-800-769-2512
Rewards Website	avionrewards.com

PAYMENTS & INTEREST RATES

Minimum payment	\$10.00
Payment due date	JUN 21, 2024
Credit limit	\$20,000.00
Available credit	\$6,913.77
Annual interest rates:	
Purchases	19.99%
Cash advances	22.99%

CALCULATING YOUR BALANCE

Previous Statement Balance	\$17,642.57
Payments & credits	-\$17,642.57
Purchases & debits	\$13,086.23
Cash advances	\$0.00
Interest	\$0.00
Fees	\$0.00
NEW BALANCE	\$13,086.23

4516 07** **** 1900

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
MAY 06	MAY 07	LES CONTROLES LAURENTIDE KIRKLAND QC 74064494127820167591967	\$1,010.23
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS 74897264131418304862260	\$414.00
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS 74897264131418304538084	\$414.00
MAY 08	MAY 13	PAYPAL *CONFERENCE 9025783149 NS 74897264131418304707309	\$414.00
MAY 13	MAY 15	AMAZON* 701-0919237-49 DOWNTOWN TOROON 7408342413500009781217	\$115.12
MAY 17	MAY 21	SLUMBER INN 5534 PROSPECTNEW MINAS NS 74064494139920103703175	\$342.70
MAY 17	MAY 17	PAYMENT - THANK YOU / PAIEMENT - MERCI 74510104138710048876103	-\$17,642.57
MAY 21	MAY 22	LENOVO CANADA 855-2536686 ON 24565894142200641522345	\$3,485.97
MAY 21	MAY 22	LENOVO CANADA 855-2536686 ON 24565894142200643480849	\$2,124.74
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON 24565894143200655725361	\$484.92
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON 24565894143200691934068	\$135.72
MAY 22	MAY 23	LENOVO CANADA 855-2536686 ON 24565894143200655962196	\$418.22
MAY 23	MAY 24	CPC / SCP 040142 ARICHAT NS 74064494144820187833091	\$6.88
MAY 24	MAY 27	CPC / SCP 040142 ARICHAT NS 74064494145820195238654	\$70.10
MAY 24	MAY 27	DECATHLON CANADA INC. MONTREAL QC 74099864145000020533065	\$241.50
MAY 24	MAY 27	FOX HARB'R RESORT FOX HARBOUR NS 74703414146101774781636	\$529.00

M&S

H&S

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't No.....	30 287 5090 283110



RBC ROYAL BANK
CREDIT CARD PAYMENT CENTRE
P.O.BOX 4016, STATION "A"
TORONTO, ONTARIO M5W 2E6

NEW BALANCE \$13,086.23

MINIMUM PAYMENT \$10.00

PAYMENT DUE DATE JUN 21, 2024

AMOUNT PAID \$10,010.23

RBC® Avion® Visa[†] Business
4516 07** **** 4381 / 4516 07** **** 1900

Quick, convenient and secure ways to pay your credit card bill:
• RBC Online Banking at www.rbccroyalbank.com/online
• RBC Mobile app - text "RBC" to 727222 to download

Other payment options include:
• RBC Royal Bank ATM
• Telephone Banking 1-800-769-2511
• Visit an RBC Royal Bank branch

RBC0190000_5709374_006-29887 04882

MUNICIPALITY OF THE COUNTY OF RICH
JASON MARTELL
MUNICIPALITY OF THE COUNTY OF
2357 HIGHWAY 206 MAIN ST
ARICHAT NS BOE 1A0



Contrôles Laurentide Itée
 18000 route Transcanadienne
 Kirkland, Québec, H9J4A1
 Tél: 514-697-9230 Fax: 514-426-8667
 recevables@laurentide.com

No de facture/Invoice No: **CD99176980**
 No de commande client/Cust PO#: **RECEIVED**
 No. de commande/Order #: **N23628**
 No. de client/Customer No: **MAY - 7 2024** 1083
 Date de la facture/Invoice Date: **4/26/24**
 Terms/Terms: **Net 30 Days**
 Transporté par/Shipped Via: **Purolator Ground**
 Terms de livraison/Delivery Terms: **Prepay and Bill**
 Date de livraison/Ship Date: **2/27/24**
 Notre réf./ Our ref: **ID - 1693**

VENDU À: MUNICIPALITY OF THE COUNTY OF
 RICHMOND
 SOLD TO: 2357 HIGHWAY 206
 P.O BOX 120
 ARICHAT
 NS, B0E 1A0
 CANADA

EXPÉDIÉ À: MUNICIPALITY OF THE COUNTY OF
 RICHMOND
 SHIP TO: 2357 HIGHWAY 206
 P.O BOX 120
 ARICHAT
 NS, B0E 1A0
 CANADA

Auth: 047845 - 27 October;
 TMartel@richmondcounty.ca

ITEM#	QTE/QTY	DESCRIPTION	PRIX/PRICE	TOTAL
1	6	KEYSTONE EPI2-013 INSERT ISV-1109709	80.00	480.00
2	1	KEYSTONE GR-0100W0A10016-D1S00S0E000KB	263.00	263.00

SOUS-TOTAL/SUBTOTAL: 743.00
 Credit Card fee: 36.69
 Freight charges: 98.77
 HST 87689 2118 RT0001: 131.77
TOTAL(CAD): 1,010.23

HST 3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: 30 282 50910 283110	KWTP

MERCI / THANK YOU

NOS TERMES DE PAIEMENTS SONT DÉCLARÉS CI-HAUT. CEPENDANT, TOUTES LES FACTURES NON PAYÉES 30 JOURS APRÈS ÉCHÉANCE SONT SOUS RÉSERVE DE FRAIS DE 2% PAR MOIS.
 OUR TERMS OF PAYMENT ARE STATED ABOVE, HOWEVER, ANY UNPAID INVOICE MORE THAN 30 DAYS PAST DUE, WILL BE SUBJECT TO A CHARGE OF 2% PER MONTH.

Veuillez prendre note de nos termes et conditions de vente à www.laurentide.com
 Please refer to our terms and conditions at www.laurentide.com

LES CONTROLES
LAURENTIDE

Les Contrôles Laurentide
18000 Transcanadienne
Kirkland QC H9J 4A1
Phone: 514-697-9230
Fax: 514-426-8667

www.laurentide.com

TRANSACTION RECORD

TYPE	PREAUTH COMPLETION
ORDER ID	N23628
CUSTOMER ID	1083
CARD NUM	**** * 1900
ACCOUNT	VISA
DATE	May 06 2024 02:45PM
REF NUM	661975020019010040 M
AUTH CODE	047845

AMOUNT (CAD) \$1010.23



SIGNATURE

Cardholder will pay card issuer above amount
pursuant to Cardholder Agreement

01 APPROVED - THANK YOU 027

- IMPORTANT -
Retain this copy for your records