

Barclaycard Commercial



barclaycard

SUMMARY FOR HIGHBURY COLLEGE

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Company reference:
Statement date:
Page number:
Monthly spend limit:

28 January 2015
1 of 3
28 February 2015

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 01642 663636
Online: www.barclaycard.co.uk/commercial

Date of previous statement: 28 January 2015
Previous balance: £2,037.42
Payment received: £2,037.42 CR
Total of charges and adjustments: £0.00
Total of new spending: £17,172.67
New balance: £17,172.67
Payment due by: 9 March 2015

Payment Instructions

"Thank you for using Barclaycard Commercial. Your bank account 8****992, at branch 20 -**- 29 will be debited with the amount of the new balance on or immediately after 09 March 2015."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash. The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

BALANCE FROM PREVIOUS STATEMENT	2,037.42
04 Feb 2015 DIRECT DEBIT PAYMENT THANK YOU	2,037.42 CR
Total of payment, charges and adjustments	£0.00

New balances by Individual cardholder

Name	Card number	Monthly spend limit	Balance
S MBUBAEGBU	██	20,000	17,172.67
Total cardholder expenditure	██		£17,172.67
New balance			£17,172.67

Barclays Bank PLC, Registered in England No. 1026167.
Registered Office: 1 Churchill Place, London, E14 5HP, United Kingdom

STELLA MBUBAEGBU
PRINCIPAL & CHIEF EXECUTIVE

NICOLA GOVERN
CHAIR OF GOVERNORS

MRS MOSS
HIGHBURY COLLEGE
TUDOR CRESCENT
COSHAM
PORTSMOUTH
PO6 2SA

Barclaycard Commercial



JNL 32255.
Feb Stmt
barclaycard

STATEMENT FOR S MBUBAEGBU

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Company reference:
Card number:
Statement date:
Page number:
Monthly spend limit:

28 February 2015

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 01642 663636
Online: www.barclaycard.co.uk/commercial

176602930

Date	Description	Amount
27 Jan 2015	BRITISH A 1258521246057MADRID	2,534.66 ✓
300174988215	BRITISH AIRWAYS-BRITISH A PASSENGER NAME MBUBAEGBU/STELLA MRS TICKET NUMBER 1258521246057 ORIG AIRPORT LONDON DEPARTURE DATE 07 March 2015	
29 Jan 2015	Amazon UK Retail AMAZON.CO.UK	4.99 ✓
300174313225	ALL OTHER DIRECT MARKETERS	4.99 ✓
29 Jan 2015	Amazon UK Retail AMAZON.CO.UK	
300174313225	ALL OTHER DIRECT MARKETERS	204.60 ✓
29 Jan 2015	LONDON Hotels	
300174579155		119.20 ✓
29 Jan 2015	LONDON N1 6121	
300174424715	PASSENGER RAILWAYS	169.00 ✓
30 Jan 2015	CAMBRIDGE Hotels	
020274579155		4,117.96 ✓
2 Feb 2015	BRITISH A 1258521553132INTERNET	
050274988215	BRITISH AIRWAYS-BRITISH A PASSENGER NAME MBUBAEGBU/STELLA MRS TICKET NUMBER 1258521553132 ORIG AIRPORT LONDON DEPARTURE DATE 13 February 2015	2,358.69 ✓
15 Feb 2015	RIYADH Hotel	
170274568915	13,194.00 SAUDI ARABIAN RIYAL Ref exch rate 5.5358; includes 2.99% Forex fee of £68.48	46.93
16 Feb 2015	RIYADH Hotel	
180274568915	262.00 SAUDI ARABIAN RIYAL Ref exch rate 5.5358; includes 2.99% Forex fee of £1.37	46.93
16 Feb 2015	RIYADH Hotel	
180274568915	262.00 SAUDI ARABIAN RIYAL Ref exch rate 5.5358; includes 2.99% Forex fee of £1.37	337.77 ✓
17 Feb 2015	JEDDAH Hotel	
180274233345	11.00 SAUDI ARABIAN RIYAL Ref exch rate 5.5358; includes 2.99% Forex fee of £9.81	398.48 ✓
17 Feb 2015	JEDDAH Hotel	
180274233345	11.00 SAUDI ARABIAN RIYAL Ref exch rate 5.5358; includes 2.99% Forex fee of £11.57	

Continued on next page

MR S MBUBAEGBU



STATEMENT FOR S MBUBAEGBU

Company reference:

Card number

Statement date:

Page number:

28 February 2015

3 of 3

Date	Description	Amount
19 Feb 2015	MADINA Hotel	993.47 ✓
230274508215	Ref excl rate 5,551.00 SAUDI ARABIAN RIYAL, includes 2.99% forex fee of £28.85	
20 Feb 2015	BRITISH A 1258522334724 INTERNET	4,212.76
230274988215	BRITISH AIRWAYS-BRITISH A	
	PASSENGER NAME MBUBAEGBU/STELLA MRS TICKET NUMBER 1258522334724	
	ORIG AIRPORT LONDON DEPARTURE DATE 28 February 2015	
21 Feb 2015	RIYADH Hotel	1,073.82 ✓
230274568915	Ref excl rate 6,000.00 SAUDI ARABIAN RIYAL, includes 2.99% forex fee of £31.18	
21 Feb 2015	RIYADH Hotel	382.82 ✓
230274568915	Ref excl rate 2,139.00 SAUDI ARABIAN RIYAL, includes 2.99% forex fee of £11.12	
23 Feb 2015	SELF-SERVE TICKET SW TRAINS HAVA	57.20 ✓
240274424715	PASSENGER RAILWAYS	
25 Feb 2015	TICKET OFFICE SALE SW TRAINS HAVA	54.20 ✓
260274424715	PASSENGER RAILWAYS	
26 Feb 2015	SELF-SERVE TICKET SW TRAINS WATE	54.20
270274424715	PASSENGER RAILWAYS	
19 new purchases / cash advances. Total of spending.		£17,172.67



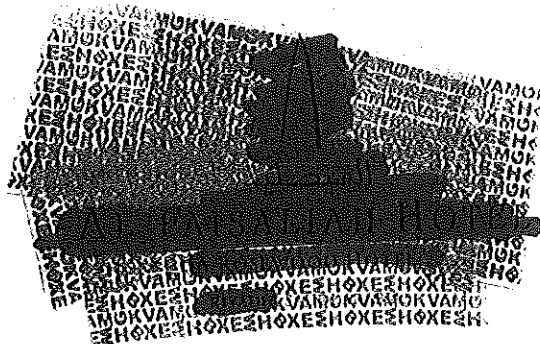
Ref No.
SH&E Use Only

Staff Overseas Travel Request

Staff undertaking overseas travel for Highbury College must complete this form. It must be signed by your Line Manager and the Cost Centre Manager (if different). This form should then be sent to the Safety, Health & Environment Manager for Risk Assessment. Once the Risk Assessment is completed the form and documentation will be sent to the Principal's office for authorisation, which must be at least 7-days prior to travel.

Name	Stella Mbubaegbu	
Department (Where you work)	Principal & Chief Executive's Office	
Destination	HAFR AL BATIN AND MADINAH, KINGDOM OF SAUDI ARABIA	
Dates (inclusive)	Saturday 28 February – Wednesday 4 March 2015	
Reason for Visit and/or Name of Project	Improvement Planning exercise at two female Colleges	
Method of Travel	Air	
Estimated Cost	Flight Cost: approx. £2,057.00	Accommodation: £1,400.00
	Other Travel: tbc	Subsistence: £ tbc
Coding First five boxes must be coded by author of this form before request is signed	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">1</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">7</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">6</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">6</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">0</div> <div style="margin: 0 10px;">→</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">2</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">9</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">3</div> <div style="border: 1px solid black; padding: 2px; margin: 0 5px;">1</div> </div> <p>Note: All Overseas Travel and Subsistence will be coded to 2931 with the Cost Centre Code preceding that number</p>	
Funded By	International / Saudi Capability Building project.	
I understand that all related overseas travel expenses must be detailed on a claim form and submitted direct to the Principal for approval.		
Signed		Date
Travel request approved/not approved by Line Manager (delete as appropriate) Signed Date Not applicable		Costs approved/not approved as Coded above by Cost Centre Manager (delete as appropriate) Signed <i>Mr. S. M. S.</i> Date <i>24/2/15</i>
Travel request approved / not approved		
<i>Nicola Youern</i> Signed: Nicola Youern: Chair of Governors		Date <i>27/2/15</i>

Copy: Cost Centre Manager - International Office - College Accountant



Mrs. Stella Ngozi Mbubaegbu
Tudor Crescent
Portsmouth po14 3SD
Great Britain

Date : 20-02-15
Time 02:07
Room 363
Conf No 7272175
Recpt No 300366

PAYMENT RECEIPT		
Date	Description	Amount
20-02-15	Visa Card XXXXXXXXXXXX XXX/XX	6,000.00SAR

Guest Signature

Cashier

175

02:04 21/02/15

DUPLICATE COPY

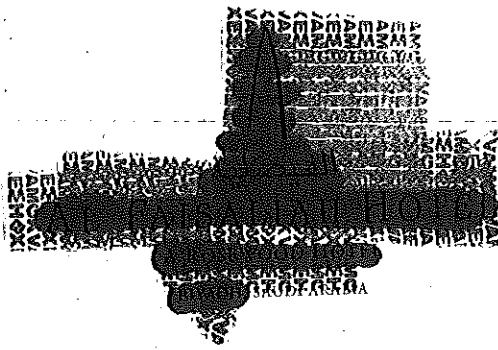
BTYADH
553002001453319.300720439333

UISA
8000000000000000
EXP. DATE 12/2015-12/2016
AUTH CODE: 004947
ACCEPTED

21/02/15

02:04
UISA
8000000000000000
AUTH CODE: 004947
ACCEPTED
300720439333
DUPLICATE COPY

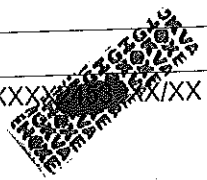
Kingdom of Saudi Arabia



Mrs. Stella Ngozi Mbubaegbu
Tudor Crescent
Portsmouth po14 3SD
Great Britain

Date : 20-02-15
Time 02:07
Room 363
Conf No 7272175
Recpt No 300367

PAYMENT RECEIPT		
Date	Description	Amount
20-02-15	Visa Card XXXXXXXXXXXXXXXX/XX	2,139.00SAR



Guest Signature

Cashier 175

21/02/15

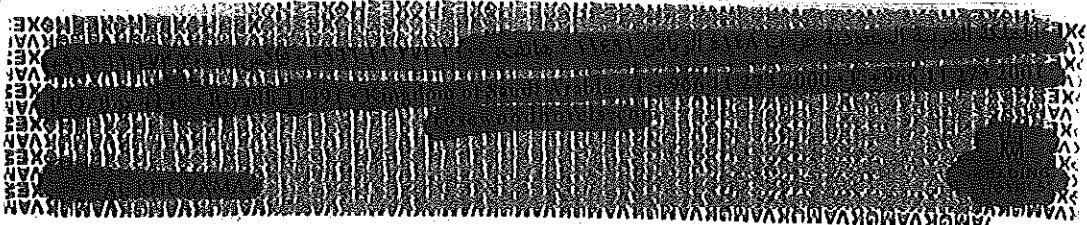
DUPLICATE COPY

5530630101454668 306301443247

02:07
VISA
PURCHASE AMOUNT:
SAR2139.00
AUTH CODE: 024834
APPROVED

21/02/15

DUPLICATE COPY
02:07
VISA
PURCHASE AMOUNT:
SAR2139.00
AUTH CODE: 024834
APPROVED





Mrs. Stella Mbubaegbu
Highbury College
Tudor Crescent
Portsmouth PO6 2SA

INVOICE

Membership No.
A/R Number
Group Code
Company Name

Room No. : 304
Arrival : 17-FEB-15 15:36:00
Departure : 19-FEB-15 07:19:00
Page No. : 2 of 2
Folio No. : 140049
Invoice No. :
Conf. No. : 041361869
Checked Out by :
Printed By :
Date Printed : 19-FEB-15 07:19:41

Date	Text	Charges	Credits
		SAR	SAR
18-02-15	Accommodation	810.00	
19-02-15	Visa Card		551.00
Total		8,791.00	8,791.00
Balance		0.00	SAR

Thank You for Staying At Le Meridian Medina

Guest Signature

medina

Le Meridien

6197234834
19354
PURCHASE AMOUNT
SAR 5,551.00
AUTH CODE 879679
APPROVED

6722
01/02/15
PURCHASE AMOUNT
SAR 5,551.00
APPROVED
621947010
DUPLICATE COPY

Jeddah Hilton

MRS STELLA MBUBAEGBU

Room Number 1035
Arrival Date 16/02/2015
Departure Date 17/02/2015
Adults/Children 1/0
Room Rate 1,975.00 SAR
Rate Plan PR09BB

Confirmation Number 3167476751
OFFICIAL INVOICE 733863

Frequent Flyer
Folio No./Check No.
Cashier

AMOND
418092A
MEMBER

17/02/2015 07:32:00

Date	Transaction Description	Cashier ID	Transaction ID	Debit	Credit
16/02/2015	TRANSPORTATION	FAZI	3961304	100.00	
16/02/2015	TRANSPORTATION	FAZI	3961488	150.00	
16/02/2015	ROOM ACCOMMODATION BED AND BREAKFAST	LEAL	3962033	1,975.00	
17/02/2015	VS	ABBA	3962231		2,225.00
			Total	2,225.00	2,225.00
			Balance		0.00 SAR

Guest Signature

Please debit my account by the amount indicated above.

Credit Card Details

Credit Card Approval Code 036986

Credit Card Number VS

Credit Card Transaction ID 3962231

Credit Card Merchant ID 000100682400

Credit Card Expiration Date 01/18

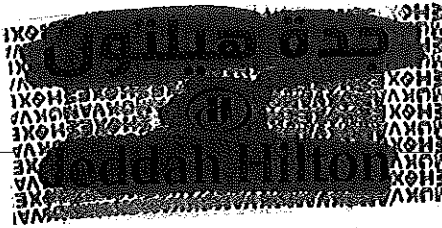
Credit Card Transaction Type Sale

17/02/2015 07:29:59
KORRES
8193377 02104557
100286127424
000877
3504
021726000254

01/18
PURCHASE AMOUNT
01/18
PURCHASE AMOUNT

APPROVED
CARDHOLDER VERIFIED BY SIGNATURE
DEBIT MY ACCOUNT FOR THE AMOUNT
APPROVAL CODE 536926
17/02/2015 07:30:05

THANK YOU FOR USING RABO
PLEASE RETAIN RECEIPT
*** DUPLICATE COPY ***
KEYED 000



MRS. [REDACTED]

Room Number 0331
Arrival Date 16/02/2015
Departure Date 17/02/2015
Adults/Children 1/0
Room Rate 1,575.00 SAR
Rate Plan PR09BB
Frequent Flyer

Confirmation Number 3171629997
OFFICIAL INVOICE 733866

Folio No./Check No. 418120 A
Cashier [REDACTED]

17/02/2015 07:37:00

Date	Transaction Description	Cashier ID	Transaction ID	Debit	Credit
16/02/2015	TRANSPORTATION	[REDACTED]	3961193	125.00	
16/02/2015	HIGH SPEED INTERNET	[REDACTED]	3961251	40.00	
16/02/2015	ROOM SERVICE #3073	[REDACTED]	3961300	186.00	
16/02/2015	ROOM ACCOMMODATION BED AND BREAKFAST	[REDACTED]	3961740	1,575.00	
17/02/2015	CASH	[REDACTED]	3962233		40.00
17/02/2015	VS *2453	[REDACTED]	3962234		1,886.00
Total				1,926.00	1,926.00
Balance					0.00 SAR

Guest Signature _____

Please debit my account by the amount indicated above.

Credit Card Details

Credit Card Approval Code 013362
Credit Card Number VISA
Credit Card Transaction ID 3962234

Credit Card Merchant ID 000100682400
Credit Card Expiration Date 01/18
Credit Card Transaction Type Sale

17/02/2015
N988 108286127424
3544 898878
01/18/12
8196317702104557
02172400250

مبلغ الشراء 1886.00

17/02/2015
N988 108286127424
3544 898878

مبلغ الشراء 1886.00

17/02/2015
N988 108286127424
3544 898878

17/02/2015
N988 108286127424
3544 898878

17/02/2015
N988 108286127424
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17/02/2015
N988 108286127424
3544 898878

17/02/2015
N988 108286127424
3544 898878

17/02/2015
N988 108286127424
3544 898878

APPROVED
HOLDER VERIFIED BY SIGNATURE

THANK YOU FOR USING naga
يرجى الاحتفاظ بال receipt
PLEASE RETAIN RECEIPT

*** نسخة العميل ***
*** CUSTOMER COPY ***
KEYED 000

Card Number
Payment Total
Date

GBP 2534.66

27 Jan 2015

Flight tickets issued by

British Airways, Newcastle, UK

IATA Number

91495460

Fare Details

GBP 1989.00 + Tax/Fee/Charge GBP 550.66 = GBP
2539.66

Fare breakdown

The price of your ticket includes a credit card surcharge of GBP 5.00, a security and insurance surcharge and a carrier imposed charge per sector levied by the carrier.

Please note that air travel is not subject to VAT therefore we do not issue VAT receipts.

Where applicable, if you wish to change the date or time of your flight, or cancel your booking, the cost of doing so will generally be lower on ba.com than over the telephone or at a ticket desk. Service charges are subject to change. For further details and a list of the current charges, please visit:
> <http://ba.com/servicefees>

Yours sincerely,

British Airways Customer Services

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British Airways Plc is a public limited company registered in England and Wales.
Registered number: 1777777. Registered office: Waterside, PO Box 365, Harmondsworth, West Drayton, Middlesex, England, UB7 0GB.

How to contact us

Although we are unable to respond to individual replies to this email we have a comprehensive section that may help you if you have a question about your booking or travelling with British Airways.

> Help and contacts

If you require further assistance you may contact us on:
0844 493 0787

If you have received this email in error

This is a confidential email intended only for the British Airways customer appearing as the addressee. If you are not the intended recipient please delete this email and inform the sender as soon as possible. Please note that any copying, distribution or other action taken or omitted to be taken in reliance upon it is prohibited and may be unlawful.

Passenger notices

Dangerous articles in baggage

For safety reasons, dangerous articles such as those listed below, must not be carried in passengers checked or hand/cabin baggage:



Oxidising
Substances



Radioactive
Material



Explosives



Toxic or
Infectious
Substances



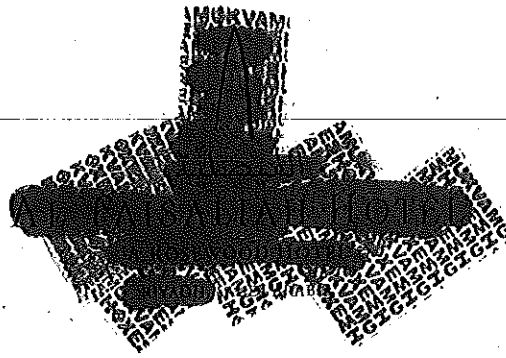
Gases



Corrosives



Flammable
Substances



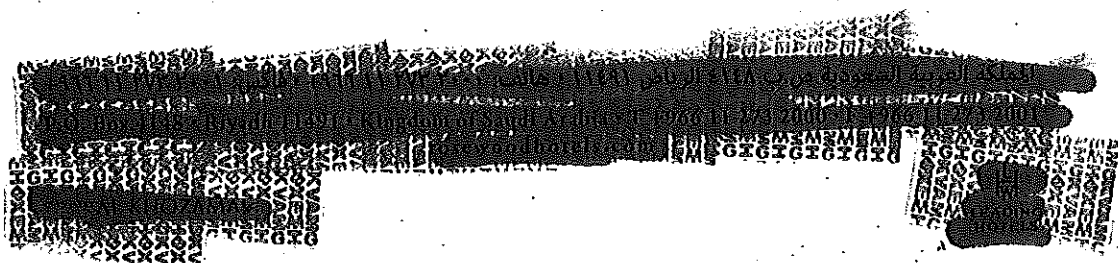
Mrs. Stella Ngozi Mbubaegbu
Tudor Crescent
Portsmouth po14 3SD
Great Britain

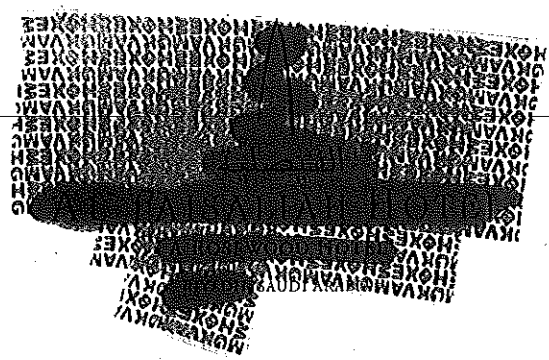
Room No. : 377
Arrival : 13-02-15 23:59
Departure : 15-02-15 00:00
Page No. : 1 of 2
Bill No. :
User ID : FALGHAMDI

INFORMATION INVOICE

Company Name :

Date	Description	Charges SAR	Credits SAR
13-02-15	Transportation Service-South Wing 112015	225.00	
13-02-15	SW Room Revenue	2,200.00	
14-02-15	Room Service Food Breakfast Room# 377 : CHECK# 0193382	321.00	
14-02-15	Room Service Food Lunch Room# 377 : CHECK# 0193397	520.00	
14-02-15	Room Service Food Dinner Room# 377 : CHECK# 0193408	161.00	
14-02-15	Photo Copies & Printing 2933	160.00	
14-02-15	Room Service Food Dinner Room# 377 : CHECK# 0193421	285.00	
14-02-15	Transportation Service-South Wing 112055	225.00	
14-02-15	SW Room Revenue	2,200.00	
15-02-15	Posting Transfer from 243	3,400.00	





Mrs. Stella Ngozi Mbubaegbu
Tudor Crescent
Portsmouth po14 3SD
Great Britain

Room No. : 377
Arrival : 13-02-15 23:59
Departure : 15-02-15 00:00
Page No. : 2 of 2
Bill No. :
User ID : FALGHAMDI

INFORMATION INVOICE

Company Name .:

Date	Description	Charges SAR	Credits SAR
15-02-15	Posting Transfer from 243 327	3,497.00	
Total		13,194.00	0.00
Balance		13,194.00 SAR	

15/02/15

DUPLICATE COPY

5530630101454668-306301443105

UISA
0000000031010
EXP. DATE: 15/02/2020
ADVISE AMOUNT
SAR 13194.00
AUTH CODE: 062877
ACCEPTED

15/02/15

04:33
UISA
0000000031010
ADVISE AMOUNT
SAR 13194.00
AUTH CODE: 062877
ACCEPTED
306301443105
DUPLICATE COPY



**Booking status
Seat selection**

Confirmed
Seat 10D - MRS STELLA MBUBAEGBU

**Flight number
From
To
Depart
Arrive
Cabin
Operated by
Booking status
Seat selection**

BA0262
King Khalid International (Riyadh) Terminal 1
Heathrow (London) Terminal 5
20 Feb 2015 01:05
20 Feb 2015 05:15
Club World
British Airways
Confirmed
Seat 64A - MRS STELLA MBUBAEGBU

Checked baggage

Adults and children: 4 bags at 32kg (70lbs) per bag per passenger

You may be charged for extra or overweight bags. There are restrictions on what you may pack and on the dimensions of your bags.

> British Airways baggage information

> Baggage Charges

Hand baggage on BA operated flights

1 piece of hand baggage (56cm x 45cm x 25cm/22in x 18in x 10in) plus a briefcase, laptop or handbag (45cm x 36cm x 20cm/18in x 14in x 8in) per person.
> Hand baggage policy information

Payment Information

Ticket Number(s)

125-8521553132 (MRS STELLA MBUBAEGBU)

**Card Type
Card Holder
Card Number
Payment Total
Date
Flight tickets issued by
IATA Number
Endorsements
Fare Details**

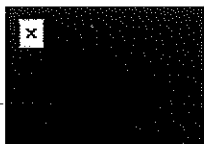
Visa Credit
MRS STELLA MBUBAEGBU

GBP 4117.96
2 Feb 2015
British Airways, Newcastle, UK
91498363
Pax umrah/hajj visas not valid
GBP 3635.00


Linda Kopinska

From:
Sent:
To:
Subject:

Confirmed <[REDACTED]@doubletreebyhilton.com>
28 January 2015 13:54
[REDACTED]
Your 29 Jan 2015 Confirmation #3175558577



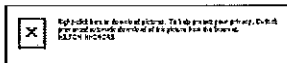
DoubleTree by Hilton Hotel Cambridge
Granite Place, Cambridge, CB21RT
1223259988



HOTEL DETAILS | DINING | AMENITIES & SERVICES | MAP & DIRECTIONS

YOUR STAY DATES:
29 Jan 2015 – 30 Jan 2015

CONFIRMATION:
3175558577 [Modify](#)



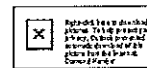
Welcome,
Stella Mbubaegbu

[VIEW ACCOUNT](#)

Total Points as of Jan 28,
2015:
102350

Account

Status:
DIAMOND



HONORS DIAMOND MY WAY ON PROPERTY BENEFITS

Complimentary
INTERNET ACCESS

Executive Lounge
ACCESS
(if available)



ROOM INFORMATION:

1 KING BED GUESTROOM,
Non-Smoking Confirmed

Rooms: 1

Guests: 1 Adult

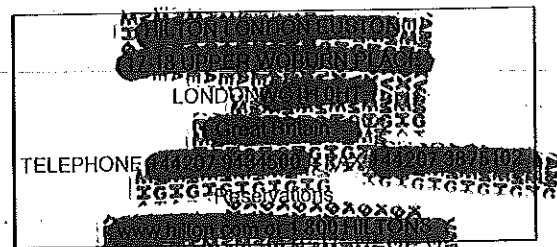
RATE INFORMATION:

Rate per night: 169.00 GBP

Total for Stay per Room

Rate: 169.00 GBP

Total: 169.00 GBP



MRS Stella Mbubaegbu

Room Number 424 / 12
Arrival Date 28/01/2015 22:46:00
Departure Date 29/01/2015 11:01:00
Adult/Child 1/0
Room Rate 184.00 GBP
Rate Plan LV6

AL:



DIAMOND

718936302

Folio No/Che

335123 A

*** INFORMATION BILL ***

Confirmation Number: 3174576391

28/01/2015 LONDON 12/03/2015 6:50 PM

DATE	DESCRIPTION	ID	REF NO	GUEST CHARGES	CREDIT	BALANCE
28/01/2015	ROOM SERVICE #7714	LINTR	1894734	£20.60		
28/01/2015	GUEST ROOM	MIMC	1894963	£184.00		
29/01/2015		NATR	1895147		-£204.60	
				BALANCE		£0.00

Guest Signature _____

Please debit my account by the amount indicated above.

From: order-update@amazon.co.uk
Sent: 26 January 2015 14:12
To: [REDACTED]
Subject: Amazon.co.uk - Your Cancellation (202-7415698-2325164)

Dear [REDACTED]
XXXXXXXXXX

For your reference, here is a summary of your order:

You've successfully cancelled the following item(s):

1 of E-tivities: The Key to Active Online Learning
By: Salmon, Gilly

Sold by: Amazon EU S.a.r.L.

1 of Teaching as a Design Science: Building Pedagogical Patterns for Learning and Technology
By: Laurillard, Diana

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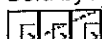
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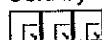
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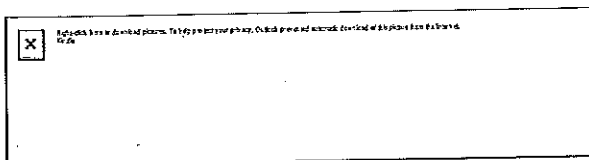
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