

**GRACE COOKE  
LEGAL COUNSEL  
FOR THE PERIOD: DECEMBER 2017 to FEBRUARY 2018**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2) (3) (4)</sup>	ATTACHMENTS
<b>1) BUSINESS TRAVEL</b>				
<i>meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Business Travel</b>		<b>\$ -</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Conferences</b>		<b>\$ -</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
29-Jan-18	Lunch ( G. Cooke, A. Anderson And 2 EPSB Guests)	Meals	\$ 27.87	<a href="#">Attachment 1</a>
	<b>Sub-Total: Hospitality</b>		<b>\$ 27.87</b>	
<b>4) WORKING SESSIONS</b>				
<i>cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district business</i>				
1-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
15-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
29-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
12-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
26-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
9-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
23-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 905.73</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 933.60</b>	

Notes:

(1) Invoice date may not coincide with the expense reporting period

(2) A receipt is not required for expenses for which an allowance is paid (i.e. car allowance, per diems)

(3) Edmonton Public Schools receives a partial GST rebate for District expenses (1.6% of GST rate is paid). Amounts reported above include the net GST

(4) The net amount is the amount expensed to an EPSB Official. Net Amount does not reflect a portion of the receipt that is attributed to another EPSB official's expense report.

CHARACTERS FINE DINING  
10257 105th Street  
Edmonton AB T5J 1E3  
780-421-4100

\*\* TRANSACTION RECORD \*\*

Tran. #1 [REDACTED]  
RUC: RESTAURANT  
Table #1 10  
Check #: [REDACTED]  
Group #: 1  
Employee #: [REDACTED]  
Employee Name: [REDACTED]

MasterCard Purchase  
xxxxxxxxxxxx [REDACTED]  
AID: [REDACTED]

Amount \$100.80  
Tip \$15.12  
=====

TOTAL CAD\$115.92

APPROVED 152251  
00-001 152251  
CHARAUS1/CHARAUC1  
015001001001  
2018/01/15 13:22:51

TUR: 0000008000  
TSI: E800

No signature required

Customer Copy

CHARACTERS REST  
10257 - 105 Street  
EDMONTON, AB.  
T5J 1E3  
(780) 421-4100  
GST# 89206-4429

Tbl 10/1 Chk 9138 Gst 4  
[REDACTED]  
Jan15'18 11:56AM

1 FRIES	0.00
1 SOUP OF THE DAY	7.00
2 SEARED SALMON	
@ 22.00	44.00
1 SPINACH	14.00
1 CHILI CRAB	23.00
1 HERBAL TEA	4.00
1 COFFEE	4.00

Subtotal 96.00  
GST 4.80  
01:07PM Amount Du100.80

WELCOME TO CHARACTERS!  
& HAVE A GREAT DAY!!



Lunch attended by: Grace Cooke,  
Angela Anderson, and 2 guests