

DARWIN MARTIN
MANAGING DIRECTOR - DISTRICT TECHNOLOGY
FOR THE PERIOD: SEPTEMBER 2016 to NOVEMBER 2016

| DATE ⁽¹⁾ | DESCRIPTION OF EVENT | EXPENSE TYPE | NET AMOUNT ^{(2) (3) (4)} | ATTACHMENTS |
|---------------------|----------------------|--------------|-----------------------------------|-------------|
|---------------------|----------------------|--------------|-----------------------------------|-------------|

1) BUSINESS TRAVEL

meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.

| | | | | |
|-----------------------------------|--|-----------|----------|--|
| Nothing to report this period | | \$ | - | |
| Sub-Total: Business Travel | | \$ | - | |

2) CONFERENCES

costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.

| | | | | |
|-------------------------------|--|-----------|----------|--|
| Nothing to report this period | | \$ | - | |
| Sub-Total: Conferences | | \$ | - | |

3) HOSPITALITY (Hosting)

cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB

| | | | | |
|-------------------------------|--|-----------|----------|--|
| Nothing to report this period | | \$ | - | |
| Sub-Total: Hospitality | | \$ | - | |

4) WORKING SESSIONS

cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district business

| | | | | |
|------------------------------------|--|-------------|-----------|---------------|
| 29-Aug-16 | Infrastructure Leadership Team Retreat Lunch (C. Wright, D. Martin, L. Parker, M. Proulx, Todd Burnstad, & 17 EPSB employees)(See C. Wright for receipt) | Meals | \$ | 21.86 |
| 30-Aug-16 | Infrastructure Leadership Team Retreat - Breakfast & Lunch (C. Wright, D. Martin, L. Parker, M. Proulx, Todd Burnstad, & 17 EPSB employees)(See C. Wright for receipt) | Meals | \$ | 50.41 |
| 9-Sep-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| 23-Sep-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| 7-Oct-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| 21-Oct-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| 4-Nov-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| 18-Nov-16 | Bi-Weekly Car Allowance | Other Costs | \$ | 129.39 |
| Sub-Total: Working Sessions | | | \$ | 848.61 |

| | | |
|---|-----------|---------------|
| TOTAL EXPENSES REPORTED FOR THE PERIOD | \$ | 848.61 |
|---|-----------|---------------|

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 (1.5843% of GST rate is paid). Amounts reported above include the net GST amount

(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.