

DARWIN MARTIN
MANAGING DIRECTOR - DISTRICT TECHNOLOGY
FOR THE PERIOD: DECEMBER 2016 to FEBRUARY 2017

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

2-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$	129.39
16-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$	129.39
30-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$	129.39
13-Jan-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39
27-Jan-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39
10-Feb-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39
24-Feb-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39
	Sub-Total: Working Sessions		\$	905.73

TOTAL EXPENSES REPORTED FOR THE PERIOD	\$	905.73
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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.