

**MADONNA PROULX**  
**MANAGING DIRECTOR - FINANCIAL SERVICES**  
**FOR THE PERIOD: MARCH 2017 to MAY 2017**

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>				
7-Apr-17	Metro Meeting-Calgary ( T.Burnstad,M.Proulx & 2 EPSB employees ) (See T. Burnstad for Receipt)	Car Rental	\$ 32.87	
7-Apr-17	Metro Meeting-Calgary ( T.Burnstad,M.Proulx & 2 EPSB employees ) (See T. Burnstad for Receipt)	Fuel	\$ 15.23	
<b>Sub-Total: Business Travel</b>			<b>\$ 48.10</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
16-Mar-17	ASBOA Conference	Registration Fees	\$ 711.20	<a href="#">Attachment 1</a>
23-Apr-17	ASBOA Conference - Dinner (M. Proulx and 1 EPSB Employee)	Meals	\$ 29.95	<a href="#">Attachment 2</a>
24-Apr-17	ASBOA Conference - Hotel	Accommodations	\$ 172.03	<a href="#">Attachment 3</a>
24-Apr-17	ASBOA Conference - Dinner	Meals	\$ 15.24	<a href="#">Attachment 4</a>
26-Apr-17	ASBOA Conference - Hotel	Accommodations	\$ 477.13	<a href="#">Attachment 5</a>
26-Apr-17	ASBOA Conference - Travel	Mileage	\$ 359.01	
<b>Sub-Total: Conferences</b>			<b>\$ 1,764.56</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report this period		\$ -	
<b>Sub-Total: Hospitality</b>			<b>\$ -</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>				
3-Mar-17	Finance Managers lunch meeting ( T.Burnstad, M.Proulx, 3 EPSB employees & 1 guest) (See T. Burnstad for Receipt)	Meals	\$ 17.01	
3-May-17	Staff Professional Development Day (L. Parker, C. Wright, D. Martin, T. Burnstad, M. Proulx, G. Cooke and 50 EPSB Employees) (See L. Parker for Receipt)	Meals	\$ 61.68	
10-Mar-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
24-Mar-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
7-Apr-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
21-Apr-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
5-May-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
19-May-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
<b>Sub-Total: Working Sessions</b>			<b>\$ 776.34</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 2,589.00</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 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.

# Association of School Business Officials of Alberta (ASBOA)

# Invoice

Date	Invoice #
3/16/2017	200001299

Bill To
Madonna Proulx Edmonton Public Schools One Kingsway Centre for Education Edmonton, AB T5H 4G9 Canada

Ship To
Madonna Proulx Edmonton Public Schools One Kingsway Centre for Education Edmonton, AB T5H 4G9 Canada

PO Number	Terms	Due Date
	Due on receipt	3/16/2017

Qty	Description	Price	Totals
1	2017 Annual Conference Registration - Madonna Proulx <b>NOTE:</b> This item was taxed at 5%.	\$750.00	\$750.00
1	Discount (Early Bird Discount)	(\$50.00)	(\$50.00)
<b>Sub-Total</b>			\$700.00
<b>GST</b>			\$35.00
<b>Total</b>			\$735.00
<b>Balance Due</b>			\$735.00

GST Registration Number. 77448 0891 RT0001

Please make cheques payable to: Association of School Business Officials of Alberta

1200, 9925 - 109 Street  
Edmonton, AB T5K 2J8  
Ph: 780-451-7103 Email: [info@asboa.ab.ca](mailto:info@asboa.ab.ca)

ASBOA Conference  
Dinner - April 23,  
2017  
M. Proulx + 1 EPSB  
Employee attending  
Conference  
M. Proulx = \$34.46

# Boston Pizza

BOSTON PIZZA # 107  
100-506 CARMICHAEL T7V1S8  
HINTON AB  
20141788  
BH2014178815

\*\*\*\* PURCHASE \*\*\*\*

04-23-2017 21:01:53  
Acct # [REDACTED] C  
Exp Date \*\*/\*\* Card Type MC  
Name: MADONNA PROULX  
[REDACTED]

Check # 132  
Operator: 118  
Trace # 479  
Inv. # 507  
Auth # 230153 RRN 001592011

Purchase \$52.12  
Tip \$9.38  
Total \$61.50

(001) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

OF BOSTON PIZZA HINTON

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RECEIVE EXCLUSIVE OFFERS AND REWARDS  
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calling 1-888-649-0825

XX



Pocahontas Cabins  
 PO Box 1200  
 Jasper, Alberta, Canada T0E 1E0  
 Toll Free: 1-888-852-7737  
 GST # 86477 6851 RT001

Folio # 130751  
 Arrival Sunday Apr 23, 2017  
 Departure Monday Apr 24, 2017  
 Nights 1  
 Room Type Executive Log Cabin  
 Room # 121

Madonna Proulx

Total GST: 8.11  
 Total PST: 6.36

#### Tax Summary

PST & Svc Chg	\$6.36
GST	\$8.11
DMF	\$3.18
Service Charge	\$0.00
<b>Total Taxes</b>	<b>\$17.65</b>

#### Charge Summary

Total Charges	\$159.00
Taxes	\$17.65
Payments	-\$176.65
<b>Total Due</b>	<b>\$0.00</b>

<u>Date</u>	<u>Description</u>	<u>Price</u>	<u>Qty</u>	<u>Extended Cost</u>	<u>Room Tax</u>	<u>GST</u>	<u>DMF</u>	<u>Total Charge</u>	<u>Balance</u>
<b>Individual Transactions</b>									
Sun 4/23/17	Nightly Chg. - Room 121	159.00	1	159.00	6.36	8.11	3.18	176.65	176.65 I
Mon 4/24/17	Guest Payment MC [REDACTED]	-176.65	1	-176.65	0.00	0.00	0.00	-176.65	0.00 I

Guest Signature: \_\_\_\_\_


*Did you enjoy your stay with us? Please post your comments on tripadvisor.com .*

*We look forward to seeing you again!!*

Mountain Park Lodges - P.O. Box 1200, Jasper, Alberta, T0E 1E0 - 1-888-852-7737 - www.mpljasper.com

ASBOA Conference  
Dinner April 24, 2017

Fairmont Hotels & Resorts  
The Fairmont Jasper Park Lodge  
Emerald Lounge  
#1 Lodge Road Box 40  
Jasper, Alberta T0E 1E0  
(780) 852-3301

CHECK: 4679  
TABLE: 9/3  
SERVER: 156 FARISTO  
DATE: APR24'17 7:17PM  
CARD TYPE: MASTERCARD  
ACCT #:   
EXP DATE: XX/XX  
AUTH CODE: 211732  
MADONNA, PROULX

SUBTOTAL: 13.65

GRATUITY 2.00

TOTAL 15.65

SIGNATURE

Original Signed by M.Proulx

PLEASE RETURN A SIGNED COPY  
TO YOUR SERVER



Fairmont Hotels & Resorts  
Jasper Park Lodge  
Emerald Lounge

156 FARISTO

9/3

CHK 4679 GST 1

APR24'17 4:57PM

1 BUTTER CHILI 13.00

Subtotal ..... 13.00

13.00 GST 0.65

Total Due .. \$13.65

FAIRMONT JASPER PARK LODGE

GST #849681721 RT004

GRATUITY \_\_\_\_\_

TOTAL \_\_\_\_\_

ROOM # \_\_\_\_\_

PRINT NAME

SIGNATURE

Original Signed by M.Proulx

Thank you!

THE *Fairmont*  
JASPER PARK LODGE

P.O Box 40  
Jasper, AB, Canada T0E 1E0  
T (780) 852-3301 F (780) 852-5107  
G.S.T. Registration # 84968 1721 RT0004

ASBOA Conference  
April 24 - 26, 2017

Room : 0661  
Folio # :  
Invoice # :  
Cashier # : 797  
Page # : 1 of 1  
Group Name ASBOA Annual Conference

Association of School Business Officials of A  
Ms Madonna Proulx

Arrival : 04-24-17  
Departure : 04-26-17  
Fairmont President's Club

Date	Description	Additional Information	Charges	Credits
04-24-17	Package Charge		221.00	
04-24-17	2% Destination Marketing Fee		4.18	
04-24-17	Room GST		10.66	
04-24-17	Room Tourism Levy		8.53	
04-24-17	Package GST		0.60	
04-25-17	Package Charge		221.00	
04-25-17	2% Destination Marketing Fee		4.18	
04-25-17	Room GST		10.66	
04-25-17	Room Tourism Levy		8.53	
04-25-17	Package GST		0.60	
04-26-17	Mastercard			489.94
<b>Total</b>			<b>489.94</b>	<b>489.94</b>
<b>Balance Due</b>			<b>0.00</b>	

GST Summary

Room : 21.32  
F&B : 0.00  
Other : 1.20  
Total : 22.52

Thank you for choosing Fairmont Hotels & Resorts.

To provide feedback about your stay, please contact Ken Hall, General Manager, at Ken.Hall@fairmont.com.  
We also invite you to share memories of your experience on our community forum - visit [www.everyonesanoriginal.com](http://www.everyonesanoriginal.com).

# Fairmont

#FAIRMONTMOMENTS

## OPTIONS DE DÉPART SIMPLIFIÉ

Afin de mieux vous servir, Fairmont vous offre des options de départ simplifiées.

### Départ express

Si vous souhaitez profiter de notre option Départ express, veuillez remplir tous les champs à droite et déposer le formulaire dans la boîte située au comptoir de la réception.

### Autres options de départ

Communiquez avec le service Royal pour obtenir les options suivantes :

- départ par téléphone;
- vérification de la facture à l'avance
- services par courriel.

## EASY DEPARTURE OPTIONS

For your convenience, Fairmont offers you easy departure options.

### Express checkout

To take advantage of our Express Checkout option, please complete all information in the form at right and return to the drop-off box located at the Front Desk.

### Other departure options

Contact Royal Service for:

- telephone checkout
- advance folio review
- e-mail services

Nom (en caractères d'imprimerie) | Name (please print)

Chambre | Room

☐ J'autorise l'utilisation de ma carte de crédit pour la gestion de l'ensemble de mon compte. | I authorize my entire account be processed through my credit card.

Signature | Signature

Date | Date

☐ Visa

☐ MasterCard

☐ American Express

☐ Diners Club

☐ Discover Card

☐ Autre | Other

N° de carte | Card no.

Date d'expiration (mm/aa) | Expiry date (mm/yy)

Nom complet sur la carte, si différent du nom ci-dessus (en caractères d'imprimerie)  
Full name on card, if different from above (please print)

Veuillez envoyer un exemplaire de mon relevé de compte à l'adresse de courriel ci-dessous : | Please send a copy of my account to the e-mail address below:

Adresse de courriel | E-mail address