

**DARWIN MARTIN**  
**MANAGING DIRECTOR - DISTRICT TECHNOLOGY**  
**FOR THE PERIOD: SEPTEMBER 2017 to NOVEMBER 2017**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2) (3) (4)</sup>	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 for this period \$ -

**Sub-Total: Business Travel** **\$ -**

#### 2) CONFERENCES

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

19-Sep-17	ATLE Conference	Registration Fees	\$ 36.75	<a href="#">Attachment 1</a>
27-Oct-17	ATLE Conference - Hotel	Accommodations	\$ 923.28	<a href="#">Attachment 2</a>
27-Oct-17	ATLE Conference - Per Diem	Meals	\$ 80.50	
27-Oct-17	ATLE Conference - Mileage	Transportation	\$ 304.01	

**Sub-Total: Conferences** **\$ 1,344.54**

#### 3) HOSPITALITY (Hosting)

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

Nothing to report for 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*

8-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39
22-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39
6-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39
20-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39
3-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39
17-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$ 129.39

**Sub-Total: Working Sessions** **\$ 776.34**

**TOTAL EXPENSES REPORTED FOR THE PERIOD \$ 2,120.88**

**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.



Darwin Martin  
EPSB  
1 Kingsway NW  
Edmonton  
T5H4G9  
Canada  
Darwin.Martin@epsb.ca

Invoice #: [REDACTED]  
Invoice Date: 2017-09-19

## Making the Most of Cybera: Alberta's Public, Digital Resource

Quantity	Item	Unit Cost	Fee
1	Cybera - Regular Fee ( Darwin Martin )	\$35.00	\$35.00
		Subtotal	\$35.00
		GST (TAX)	\$1.75
		Total	\$36.75
		Amount Paid (Credit Card)	\$36.75
		Amount Due	\$0.00

All payments in Canadian funds. Payment due upon issue of the invoice.



**HYATT  
REGENCY**

**Hyatt Regency Calgary**  
700 Centre St. SE  
Calgary, AB T2G5P6  
Canada  
Tel: 403-717-1234  
Fax: 403-537-4444

**INVOICE**

Payee MR Darwin Martin

Room No. [REDACTED]  
Arrival 10-24-17  
Departure 10-27-17  
Page No. 1 of 2  
Folio Window 1  
Folio No.

Confirmation No. [REDACTED]

Group Name 2017 ATLE Convergence/24228188

Date	Description	Charges	Credits
10-24-17	Deposit Transferred at C/I		257.09
10-24-17	Accommodation	309.00	
10-24-17	DMF 3.0%	9.27	
10-24-17	Alberta Room Tax 4.0%	12.73	
10-24-17	Room - GST 5.0%	15.91	
10-24-17	Parking Overnight - Self	29.00	
10-25-17	Group Room	229.00	
10-25-17	DMF 3.0%	6.87	
10-25-17	Room - GST 5.0%	11.79	
10-25-17	Alberta Room Tax 4.0%	9.43	
10-25-17	Parking Overnight - Self	29.00	
10-26-17	Group Room	229.00	
10-26-17	DMF 3.0%	6.87	
10-26-17	Room - GST 5.0%	11.79	
10-26-17	Alberta Room Tax 4.0%	9.43	
10-26-17	Parking Overnight - Self	29.00	
10-26-17	Master Card		691.00
<b>Total</b>		<b>948.09</b>	<b>948.09</b>

Guest Signature

**Balance**

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

**WE HOPE YOU ENJOYED YOUR STAY WITH US!**

**World of Hyatt Summary**

Membership: [REDACTED]  
Bonus Codes: [REDACTED]  
Qualifying Nights: [REDACTED]  
Eligible Spend: [REDACTED]  
Redemption Eligible: [REDACTED]

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For inquiries concerning your bill please call 888-587-4589.

For the best rates available, please visit us at [www.hyattregencycalgary.com](http://www.hyattregencycalgary.com)

GST Tax Number: 859734659 RT 0002

Please remit payment to:  
Hyatt Regency Calgary  
Balboa Hotels Ltd.  
PO Box 10104, STN A  
Toronto, ON

Summary Invoice, please see front desk for eligibility details.