

GRACE COOKE LEGAL COUNSEL FOR THE PERIOD: MARCH 2018 to MAY 2018

DATE (1)	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMO	OUNT (2) (3) (4) ATTACHMEN
) BUSINESS	TRAVEL			
•	de the District and associated costs including trans	sportation, accommodations, meals, incidentals, p	oarking, etc.	
	Nothing to report for this period		\$	-
	Sub-Total: Business Travel		\$	-
) CONFEREN	ICES			
osts of attend	ing conferences, seminars or events including regis	tration fees, transportation, accommodations, m	eals, etc.	
5-Apr-1	8 Lancaster House - Human Rights Conference	Registration fees	\$	1,468.12 Attachment 1
11-May-1	8 Human Rights Conference - Airfare	Transportation	\$	466.52 Attachment 2
11-May-1	8 Human Rights Conference - Hotel	Accommodation	\$	772.40 <u>Attachment 3</u>
11-May-1	8 Human Rights Conference - Meal	Meals	\$	74.89 Attachment 4
11-May-1	8 Human Rights Conference - Taxi	Transportation	\$	262.35 <u>Attachment 5</u>
	Sub-Total: Conferences		\$	3,044.28
•	ITY (Hosting)			
ost of food, be	everage, transportation and other amenities on bel	alf of the guests of EPSB		
	Nothing to report for this period		\$	-
	Sub-Total: Hospitality		\$	-
) WORKING	SESSIONS			
ost of meals, j	facility rental, travel in Edmonton, parking, or car	allowance and other incidentals, while in the cou	rse of conducting	g district business
9-Mar-1	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
23-Mar-1	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
-	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
18-May-1	8 Bi-Weekly Car Allowance	Other Costs	\$	129.39
	Sub-Total: Working Sessions		\$	776.34
		OTAL EXPENSES REPORTED FOR THE PERIO		3,820.62

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.

DATE

04/04/18

INVOICE #



	Two Date	1 registrant		1.445.00
MC/VISA/AMEX Number	Exp Date	Shipping & handling		72.25
Signature		GST		
Grace Cooke Counsel Edmonton Public Schools		Total		1,517.25
Center of Education One EDMONTON AB T5H 4G9		Amount Due		\$1,517.25
Please return this portion.				04/04/18
	PRIGINAL INVOICE -			
ST # 881999981RT0001 P1	ease return one co th your payment to	py of this invoice day. Thank you.		
Human Rights Conf. Both Days April 24-25, 2018 (Vancouver)	1	SPRING 17		Ì
April: 24-23, 2016 (Valicouver)		Registrant: Grace Cooke Counsel Edmonton Public Schools		
		Center of Education One EDMONTON AB T5H 4G9		ľ
Cheque payable to: Lancaster	House	LONGITURI ALL TOTAL		
Order N	umber:		Amount Paid: Term:	
			16101	
1881 Yonge Street, Suit	te 200, Toronto, ON Tel: (416) 977-66	M4S 3C4 • customerservice@lancaste: 18 Fax: (416) 977-5873	rhouse.com	
	() > 11 00	(120/211 2010		

4/22/2018 Fee Receipt



Your fees have been successfully collected.

Departure Date:

2018-04-23

Passenger: Departure city: MARYGRACE COOKE

EDMONTON-YEG YEG

Destination city: VANCOUVER YVR

Fee Breakdown:

Baggage fee CAD 25.00

GST CAD 1.25

CAD Total: CAD 26.25

Form of payment used:

Please Note: This fee is non refundable. XG - GOODS AND SERVICES TAX -CANADA NO. 100092287 RT0001

Please enter your email address if you wish to have this receipt emailed to you.



Booking Confirmation



Booking Reference:



Date of issue 05 Apr, 2018

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.



Economy Tango

Economy Tango

Monday 23 Apr. 2018

Edmonton Edmonton Intl. (YEG), AB



19:53

Vancouver

Vancouver Intl. (YVR), BC

Teminal M



1hr33 Economy S Operated by: Air Canada | A320-200 | Wi-Fi



Sunday 29 Apr. 2018 10:40

Vancouver Vancouver Intl. (YVR), BC Terminal M



13:09 **Edmonton** Edmonton Inti, (YEG), AB



1hr29 Economy S Operated by: Air Canada [A319-100]

Passengers

^გ Mary Grace Cooke



Purchase summary

	1 adult
and the second second	
Base Fare - Depart - Economy Tango	149.00
Base Fare - Return - Economy Tango	149,00
Surcharges	24.00
Goods and Services Tax - Canada no. 100092287 RT0001	19,31
Air Travellers Security Charge	14,25
Airport Improvement Fee - Canada	50,00
Total airfare and taxes before optiona	\$405 ⁵⁶
<u></u>	, , , , , , ,
Mary Grace Cooke	
Standard Seat (Middle)	10,00
Standard Seat (Middle)	10.00
Goods and Services Tax - Canada no. 100092287 RT0001	1,00
Total with options and seat selection fee:	\$42658
GRAND TOTAL (Canadian dollars)	\$426 ⁵⁶
	Base Fare - Return - Economy Tango Surcharges Goods and Services Tax - Canada no. 100092287 RT0001 Air Travellers Security Charge Airport Improvement Fee - Canada Total airfare and taxes before options Mary Grace Cooke Standard Soat (Middle) Standard Seat (Middle) Goods and Services Tax - Canada no. 100092287 RT0001 Total with options and seat selection fee:



Check-in and boarding gate deadlines

Within	Canada

90	

Recommended check-in time
You should check in no later than the times indicated at left, This will ensure you have plurity of time to check in, drop off your checked bags and pass through security.

45 minutes1

Check-in and baggage drop-off deadline
You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15

Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

Baggage allowance

Carry-on Baggage

On flights operated by Air Canada. Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max, size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max, size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy Opens in New Window

Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Edmonton (YEG) > Vancouver (YVR)

1s bag	2 [™] bag	Max, weight per bag: 23,0 kg (50,0 lb)
\$ 26.25 CAD	\$ 36,75 CAD	
Including taxes	Including taxes	Max, dimensions per bag:

Vancouver (YVR) > Edmonton (YEG)

1 bag	2∾ bag	Max. weight per bag: 23.0 kg (50.0 lb)
\$ 26.25 CAD	\$ 36.75 CAD	Max. dimensions per bag:
Including taxes	Including taxes	158.0 cm (62.0 in)

^{*} For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type, Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopover

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Baggage Allowance for Air Canada Altitude and Star Ailiance Members

The baggage allowance displayed below applies when you check your bags with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada Rouge. Please make sure your Air Canada Altilude status level is valid at check-in.

Star Alliance Silver Members: Your baggage allowance is equivalent to that of the fare option you purchased.

	Economy Class I	Ретнит Есопоту	Business Class
Altitude Super Elite 100K, Elite 75K, Elite 50K and Elite 35K	3 bags	3 bags	3 bags
	32 kg (70 lb)	32kg (70lb)	32kg (70lb)
Altitude Prestige 25k	2 bags	2 bags	2 bags
	23 kg (50 lb)	23 kg (50 lb)	32 kg (70 lb)
Star Alliance Gold	1 extra bag	1 extra bag	1 extra bag
	23 kg (50 lb)	23 kg (50 lb)	32 kg (70 lb)

Note: If you exceed your baggage allowance (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View Air Canada's additional checked baggage policy
- View the additional checked baggage policy of Air Canada's codeshare and interline partners



Economy Tango



- The change fee per direction, per passenger is \$25.00 CAD for changes made outside 60 days of departure, and \$100.00 CAD for changes made within 60 days of departure, plus applicable taxes and any fare difference. Changes can be made up to 2 hours before departure.
- Same-day confirmed changes at check-in or at the airport are subject to availability and are permitted only for same-day
 flights at a fee of \$150 CAD/USD per direction, per passenger. Exception: fee is \$100 CAD/USD for flights between Toronto
 Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded)
- Same-day standby at the airport is available: on flights between Toronto and Montréal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- · Flights can only be used in sequence from the place of departure specified on the itinerary.



- · Tickets are non-refundable and non-transferable.
- · Cancellations can be made up to 45 minutes prior to departure.
- If you make a flight change that involves a more restrictive fare, the higher change fee associated with that more restrictive fare applies once per passenger, regardless of the number of flights that are changed,
- · Customers who no-show their flight will forfeit the fare paid.
- Air Canada will provide a full refund without penalty when you cancel a new ticket (i.e., when a new booking is made and you are assigned a booking reference) within 24 hours of purchase.
- Provided the original booking is cancelled prior to the original flight 's departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.



- Paid Advance Seat Selection is offered on Air Canada and Air Canada Rouge, as well as on Air Canada Express flights
 operated by Jazz, subject to availability,
- Taxes are included.

Aeroplan Miles

- · 25% Aeroplan Miles for flights within Canada
- 50% Aeroplan Miles for flights between Canada and the U.S.
- The equivalent in Altitude Qualifying Miles
- · For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge

Economy Tango



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 direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance
 purchase requirements. The new outbound travel date must commence within a one year period from the original date of
 ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.



Seat selection* AC236: From \$11 CAD

- · Paid Advance Seat Selection is offered on Air Canada and Air Canada Rouge, as well as on Air Canada Express flights operated by Jazz, subject to availability.
- Taxes are included.

Aeroplan Miles

- 25% Aeroplan Miles for flights within Canada
- 50% Aeroplan Miles for flights between Canada and the U.S.
- . The equivalent in Altitude Qualifying Miles
- For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge

General conditions of carriage

- You must obtain your boarding pass and check in any baggage by the check-in deadline. Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.
- 2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at aircanada.com or by calling our flight information system at 1-888-422-7533 prior to your departure.
- Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable fees.
- Any travel credit banked for unused tickets is non-transferable; when the credit is redeemed, it must be used by the same person whose name appears on the original 4.
- 5. Air Canada will cancel any purchased ticket and provide a full refund without penalty up to 24 hours after purchase. Beyond 24 hours, voluntary changes to your itinerary may require the payment of additional fees and fare upgrades. If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance,

6. Dangerous goods

For safety reasons, dangerous goods must not be packed in checked or carry-on baggage, except as specifically permitted, Dangerous goods include, but are not limited to: compressed gases, corrosives, explosives, flammable liquids and solids, radioactive materials, exidizing materials, poisons, infectious substances, and briefcases with installed alarm devices. For security reasons, other restrictions may apply. Please refer to the Restricted and Prohibited Items page on our website for

7. Subject to the provisions of the Montreal Convention and the Warsaw Convention, as welf as the provisions of its applicable tariffs. Air Canada may refuse carriage of property in checked luggage that is not suitable for transportation, such as fragile or perishable items and may refuse to carry valuable items (a valuable is deemed to be any item whose value is \$ 1,000 CAD or more, per Kilogram or \$1 CAD per gram). Air Canada may refuse claims based on the inherent nature of an item (e.g. its perishable nature), or for loss or delay of unsuitably or inadequately packed items, to the extent that the destruction, loss or damages resulted from the inherent defect, quality or vice of the baggage, or, in the case of delay, that the carrier, its agents, and servants took all measures that could reasonably be required to avoid the damage, or that it was impossible to take such measures.

International travel

Governments may require your carrier to provide information on or permit access to passenger data. You cannot travel if you do not have all required travel documents, such as a passport and visa (where applicable), to enter in or transit through each country/region on your itinerary. Please refer to the Travel Documents page on our

In-flight health

Most people are fit to travel by air, but special attention is required for passengers whose health problems may be exacerbated by altitude, travel stress, hypoxia and other travel related difficulties. Our website offers important health tips and information for customers with special needs who may require medical approval before

Please also note that aircraft disinsection is carried out on certain routes, in compliance with the requirements of the World Health Organization (WHO), the International Civil Aviation Organization. Transport Canada and applicable foreign regulatory authorities. More information is available on our website

10. Schedules and timetables

Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.

Overbooking notice

Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation, if the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for a payment of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions. persons denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and boarding priorities are available at all airport ticket counters and boarding locations.

NOTICE - SOLD SUBJECT TO APPLICABLE TARIFFS



A STAR ALLIANCE MEMBER 🚀 "

AIR CANADA	BAGGAGE FEE RECEIPT/RECU POUR FRAIS DF BAGAGES VANCOUVER YVR TO/A EDMONTON YEG 20'	PAGE 1 18-04-29
MARYGRACE COOK EXCESS BAGGAGE GST/TPS TOTAL CAD	E FEE/FRAIS D'EXCEDENT DE BAGAGE (1 piece/bagage)	25.00 1.25 26.25
TOTAL CAD		26.25

Payment/Paiement:

NON REFUNDABLE/NON REMBOURSABLE
YG-GOODS AND SERVICES TAX -CANADA NO. 100092287 RT0001



Hyatt Regency Vancouver 655 Burrard Street Vancouver, BC V6C 2R7 604 683 1234 604 689 3707

INVOICE

Mary Grace Cooke 1 Kingsway Nw Edmonton AB T5H4G9

Canada

Confirmation No.

Group Name

LANCASTER HOUSE PUBLISHER

Room No.

Arrival

04-23-18

Departure

04-27-18

0.00

34.20

0.00

0.00

34.2

Folio Window 1

Folio No.

Booking No. Date	Description	Charges	Credits
Date	Description		
04-23-18	Group Room	225.00	
04-23-18	Room P.S.T	18.23	
04-23-18	Room G.S.T.	11.40	
04-23-18	Destination Mktg Fee	2.91	
04-23-18	MRDT 3%	6.84	
04-24-18	Group Room	225.00	
04-24-18	Room P.S.T	18.23	
04-24-18	Room G.S.T.	11.40	
	Destination Mktg Fee	2.91	
04-24-18	MRDT 3%	6.84	
04-24-18	Group Room	225.00	
04-25-18	·	18.23	
04-25-18	Room P.S.T	11.40	
04-25-18	Room G.S.T.	2.91	
04-25-18	Destination Mktg Fee	6.84	
04-25-18	MRDT 3%		793.14
04-26-18	Master Card		

Total	793.14	793.14

Guest Signature

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.

World of Hyatt Summary

Membership: **Bonus Codes:** Qualifying Nights: Eligible Spend: Redemption Eligible:



Summary Invoice, please see front desk for eligibility details.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

Thank you for your business.

Balance

For feedback and comments, please email our Quality Assurance at quality.vvrrv@hyait.com or call us at 604-683-1234.

Lost and found inquiries Istfnd.yvrrv@hyait.com

For inquiries concerning your bill please call 888-588-4384

GST Summary:

Food & Beverage

Registration Number:

Rooms

Other

Total

Please remit payment to: Hyatt Regency Vancouver CANADIAN FUNDS: C/O T10378C OR

MOMO SUSHI 375 WATER ST. UNIT # 6 VANCOUVER, BC V6B5C6 6046837632

SALE

APPROVED

MasterCard



BY ENTERING A VERIFIED PIN. CARDHOLDER AGREES
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH
ISSUERS AGREEMENT WITH CARDHOLDER
ACCORDANCE WITH ISSUER'S
ACREMENT
WITH CARDHOLDER

THANK YOU/MERCIE

CUSTOMER COPY

Mo Mo Sushi

Order #136 Table #2

Date: 24-Apr-2018 6:25:35 PM

Server:	
>>> Customer #1	
1 X Momo Dinner Box A 1 X Pop => [Diet Coke]	\$17.95 \$1.95
SUB-TOTAL:	\$19.90
GST(5%):	\$1.00
PST(10%):	\$0.00
TOTAL DUE:	\$20.90

ROGUE KITCHEN & WETBAR M002 200 Burrard Street Vancouver BC V6C 3L6 604-428-2555

** TRANSACTION RECORD **

Tran. #: Check #:

Employee #: | Employee Name:

Type: Purchase Acct: <u>MasterCar</u>

\$27.54 Amount Tip \$4,14

TOTAL CAD\$31,68

Reference #:



MasterCard

APPROVED - THANK YOU 01-027

Customer Copy

IMPORTANT Retain this copy for your records

> THANK YOU Come Again

************** CHECK # DATE 4/25/18 TABLE # 15 TIME 6:06PM

Dining Room:

SEAT# ITEMS ORDERED **AMOUNT** 3 COKE ZERO 2.75 1X TUNA CUP 3.49 LOBSTER MAC N CHEESE 19,99 SUBTOTAL 26.23 GST 1.31 ------27.54

> TOTAL 27.54

SUBTOTAL 26.23 GST 1.31

TOTAL DUE

OF GUESTS

Ü

Rogue Kitchen and Wetbar 200 Burrard Street Vancouver BC V6C3L6 604,428,2555 www.roguewetbar.com GST #894477579RT0001 ****

Thanks for joining us toda,!

CHILI'S EDMONTON AIRPORT 1000 AIRPORT RD SUITE 249 EDMONTON INT'L AIRPORT EDMONTON, AB T9E0V3 (780) 890-7766

SALE

Server #:

REF#: 00000022 SEQ: 035001001022

Batch #: 035

04/23/18 APPR CODE: 18:15:34

MASTERCARD

/

AMOUNT TIP TOTAL

\$17.86 \$2.68 \$20.54

00 - APPROVED - 001

MasterCard



Thank You!

CUSTOMER COPY

CHILI'S TEXAS GRILL EDMONTON AIRPORT (780) 890-7766

Server:	04/23/2018
Table 45/2	6:11 PM
Guests: 1	30153
BEVERAGE	3.50
OLDTIMER	13.50
Complete Subtotal	17.00
Subtotal	17.00
Tax	0.86
Total	17.86
Balance Due	\$ 17.86

Thank You!

We Appreciate Your Business Enjoy Your Flight! GST.# 821972338RT0001

PRESTIGE TRANSPORTATION 10135 31 AVE NW EDMONTON AB

CARD

CARD TYPE

MASTERCARD

DATE

2018/04/23

TIME

6015 16:59:11

INVOICE #

RECEIPT NUMBER

PURCHASE TOTAL

\$95.00

MasterCard



APPROVED

AUTH#

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

780,463,5000 GOPRESTIGE.CA GST 862184769

PRESTIGE TRANSPORTATION 10135 31 AVE NW EDMONTON AB

CARD

CARD TYPE MASTERCARD
DATE 2018/04/29
TIME 9064 14:04:12

INVOICE #

RECEIPT NUMBER

PURCHASE TOTAL

\$95.00

MasterCard



APPROVED

AUTH#

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

780.463.5000 GOPRESTIGE.CA GST 862184769

SUNSHINE CABS # 1465 RUPERT ST NORTH VANCOUVBC

CARD

CARD TYPE MASTERCARD
DATE 2018/04/23
TIME 9427 20:24:15

CLERK ID

RECEIPT NUMBER

PURCHASE

AMOUNT \$31.00 TIP \$4.65 TOTAL

\$35.65

MasterCard

APPROVED

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

OW CAB

1411 CLARK DR

VANCOUVER BC

MASTERCARD 2018/04/28

0400 09:01:24

ιĎ · NUMBER

RASE

\$31.70

\$5.00

\$36.70

PROVED

CARDHOLDER COPY

OR YOUR RECORDS