

CHRISTOPHER WRIGHT
MANAGING DIRECTOR - INFRASTRUCTURE
FOR THE PERIOD: JUNE 2018 to AUGUST 2018

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
1) BUSINESS TRAVEL				
<i>meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
10-Jul-18	Joint Use Meeting - Mileage	Transportation	\$ 422.18	
10-Jul-18	Joint Use Meeting - Entrance fee	Incidental	\$ 19.60	Attachment 1
10-Jul-18	Joint Use Meeting - Hotel	Accommodation	\$ 624.60	Attachment 2
10-Jul-18	Joint Use Meeting	Meal	\$ 17.54	Attachment 3
Sub-Total: Business Travel			\$ 1,083.92	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
	Nothing to report for this period		\$ -	
Sub-Total: Conferences			\$ -	
3) HOSPITALITY (Hosting)				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report for this period		\$ -	
Sub-Total: Hospitality			\$ -	
4) WORKING SESSIONS				
<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>				
6-Jun-18	ILT Retreat (C. Wright and 9 EPSB employees)	Facility rental /Meal	\$ 59.10	Attachment 4
22-Jun-18	New High School Meeting (C. Wright and 4 EPSB employee plus 2 Guests)	Meal	\$ 41.20	Attachment 5
29-Jun-18	ILT Retreat (C. Wright and 9 EPSB employees)	Meal	\$ 20.54	Attachment 6
9-Jul-18	Lead On! (T. Burnstad with L. Parker; D. Martin; C. Wright and 57 EPSB employees) (see T. Burnstad for receipt)		\$ 69.89	
9-Jul-18	Lead On! (T. Burnstad with L. Parker; D. Martin; C. Wright and 57 EPSB employees) (see T. Burnstad for receipt)	Facility rental /Meal		
9-Jul-18	Lead On! (T. Burnstad with L. Parker; D. Martin; C. Wright and 57 EPSB employees) (see T. Burnstad for receipt)	Incidental	\$ 5.16	
20-Aug-18	ILT Retreat (C. Wright and 9 EPSB employees)	Facility rental	\$ 20.45	Attachment 7
20-Aug-18	Lunch meeting (C. Wright with COE YMCA)	Meal	\$ 66.46	Attachment 8
1-Jun-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
15-Jun-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
29-Jun-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
13-Jul-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
27-Jul-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
10-Aug-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
24-Aug-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
Sub-Total: Working Sessions			\$ 1,641.57	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 2,725.49	

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.

Chris Wright

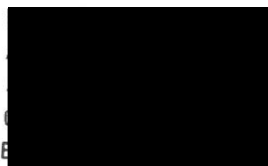
Joint Use Meeting
Banff

BANFF EAST GATE
101 MOUNTAIN AVENUE
BANFF AB

CARD [REDACTED]
CARD TYPE [REDACTED]
DATE 2018/06/13
TIME 0081 16:14:34
RECEIPT NUMBER
[REDACTED]

PURCHASE
TOTAL

\$19.60



APPROVED

AUTH# 181434 01-02
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS



Chris Wright
personal card

Joint Use
Meeting

Mr. Christopher Wright

Canada

Company Name:

Group Name: City of Edmonton

Room No. :
Arrival : 13.06.18
Departure : 15.06.18
Folio No. :
Invoice No. :
AR No. :
Conf. No. :
Cashier No. :
Custom Ref. :

Date	Description	Charges	Credits
13.06.18	Package	289.00	
13.06.18	Tourism Improvement Fee	5.58	
13.06.18	Tourism Levy	11.38	
13.06.18	Room GST	14.73	
14.06.18	Package	289.00	
14.06.18	Tourism Improvement Fee	5.58	
14.06.18	Tourism Levy	11.38	
14.06.18	Room GST	14.73	
15.06.18			641.38
		Total Charges	641.38
		Total Credits	641.38
		Balance	0.00

Page No. 1 of 1

BUFFALO MOUNTAIN LODGE
PO BOX 1326
BANFF, ALBERTA, CANADA T1L 1B3
PHONE (403) 762-2400 FAX (403) 760-4492

Chris Wright

Joint Use Meeting
Banff

EARLS RESTAURANTS

Earls

31 LOUNGE P

Tbl 423/1 Chk 3826 Gst 2
13Jun'18 04:38PM

1 HH MARG PIZZA	3.50
1 START GREENS	9.50
1 1/2 PAN BREAD	1.88

Subtotal	14.88
GST Tax	0.74
05:47PM Total	15.62

-- PLEASE PAY YOUR SERVER --

GST # 125858340 RT0001

EARLS 10221 - Banff
229 Banff Avenue
Banff AB T1L 1B9
403-762-4414

** TRANSACTION RECORD **

Tran. #:
RUC: Lounge
Table #:
Check #:
Group #: 1

Pre-Auth Purchase

Amount	\$15.62
Tip	\$2.39
=====	
TOTAL CAD	\$18.01

APPROVED 1

2018/06/13 17:49:35

TVR: 0000008000
TSI: E800

No signature required

Customer Copy

THANK YOU
Come Again



Pro Shop: 780-477-8437

Accounting: 780-800-4693

www.thequarryedmonton.com

ILT Retreat - 10 staff Chris Wright with 9 EPSB staff

Room Rental

Guest Code

EDMI01M18

File#

2018005

DATE:

4-May-2018

Invoice due upon receipt.

GST No. 82060 4155

Sold To: **Edmonton Public School Infrastructure Retreat**

One Kingsway, Infrastructure
Edmonton, AB T5H 4G9

Attn:

e-mail:

Quantity	Description	Unit Price	Unit Price with GST	Ext Total
Food & Beverage				
1	Meals a la carte - Tab 118389	150.75	158.29	158.32
1	Banquet Service Fee 18%	27.14	28.50	28.50
Sub-total:				186.82
Rentals				
1	Private Function Room	400.00	420.00	420.00
Sub-total:				420.00

Please Remit Payment To:

The Quarry

945 - 167 Avenue NE

Edmonton, AB T5Y 0P6

e-mail: accounting@thequarryedmonton.com

TOTAL

\$606.82

Deposit Paid

\$400.00

Payments Applied

\$0.00

Amount Now Due

\$206.82

For your convenience, payment by
e-transfer or credit card is also available.

e-mail: accounting@thequarryedmonton.com for more info

Amounts Included In above Total

5% GST \$ 28.93

Chris

ILT Retreat

Thank You for Choosing The Quarry!

THE QUARRY

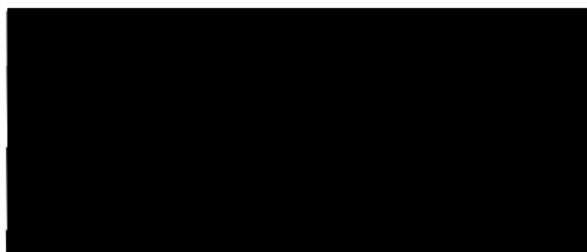
TRANSACTION RECORD

TRANSACTION APPROVED - THANK YOU

Payment Details

Transaction Type: PURCHASE

Transaction Amount: \$206.82 (CAD)



SIGNATURE

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

5/24/2018

Moneris Gateway Merchant Resource Center - gwca007906

THE QUARRY

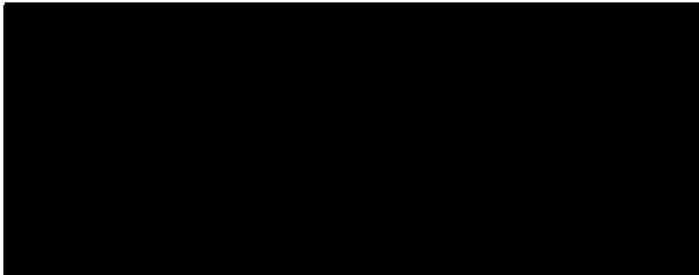
TRANSACTION RECORD

TRANSACTION APPROVED - THANK YOU

Payment Details

Transaction Type: PURCHASE

Transaction Amount: \$206.82 (CAD)



SIGNATURE

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

Event Agreement

The Quarry ♦ 945-167 Ave N.E. ♦ Edmonton, AB. ♦ T5Y 0P6

♦ Tel. 780.477.8437 ♦ Fax 780.699.7088 ♦ pro@thequarryedmonton.com



Chris Wright with 9 EPSB staff

Event Name: Edmonton Public School Infrastructure Retreat

Type of Event: Wedding ☐ Anniversary Party ☐ Birthday Party ☐ Meeting ☒

Other (Describe): ☐ _____

Event Date:

May 4, 2018

Anticipated Guest Number: 10

Event Space:

Banquet Hall (20-275 people)

Private Function Room (up to 55 people)

Time Required:

Start: 10:00 a.m.

End: 4:00 p.m.

Please list Names & Phone Numbers (Where Applicable):

Primary Contact:

[Redacted]

Name of Groom:

_____ Phone # _____

Name of Bride:

_____ Phone # _____

Name of Guest(s) of Honour:

_____ Phone # _____

_____ Phone # _____

Services Required:

*Banquet Area Room Rental _____

*Private Function Room Rental _____

Yes

*Wedding Ceremony Area rental _____

*

*Catering _____

*

*Cleaning Fee - Post Event _____

*

Guaranteed Numbers

Guaranteed number for all food, and beverage, guests number and event details must be received 7 days prior to your event, otherwise expected numbers or actual, whichever is greater will be charged. Any changes to this catering contract requested following this date will result in applicable charges.



18% Gratuity and 5% GST will be added to all food and beverage charges.

In the event that you wish to cancel these arrangements notice of cancellation will be subject to a 100% forfeit of advance deposit and full payment of remaining charges based on original guaranteed numbers. Event space is booked for the time indicated above, bookings are not 24 hours. Should you require the space for additional time please ensure arrangements are made with The Quarry prior to your event.

Signed:

The Quarry
Date: _____

Client

Date: April 30, 2018

In signing this contract I acknowledge and accept that The Quarry Terms & Conditions have been read and are fully understood and I agree to be bound by all The Quarry Terms & Conditions and provisions here after.

Billing Address

Name (to which invoice will be addressed): _____

Address: One Kingsway, Infrastructure

City: Edmonton Province: AB Postal Code: T5H 4G9

Phone Number: _____

Email Address: _____

Alternate Contact Name: _____

Alt. Contact Phone Number: _____

Alt. Contact Email Address: _____

Cardholder Information

A non-refundable advance deposit is required to guarantee event space and will be applied to the final invoice.

50% of the interim costs must be paid 7 days prior to the event, with the balance due upon receipt of the final invoice.

The final balance will be charged to the credit card on file unless alternative arrangements have been made.

Total Deposit Submitted: \$ 400.00

Payment Method: Visa _____

Account# : _____

Name of the Cardholder _____

Signature of Cardholder _____

I hereby authorize the above noted to be processed on my Credit Card. I understand that my Credit Card is the guarantee for the Banquet Space, and I am responsible for any charges or damages incurred.

I acknowledge and accept the advance deposit is non-refundable.

Please return completed form to pro@thequarryedmonton or fax to 780-669-7088

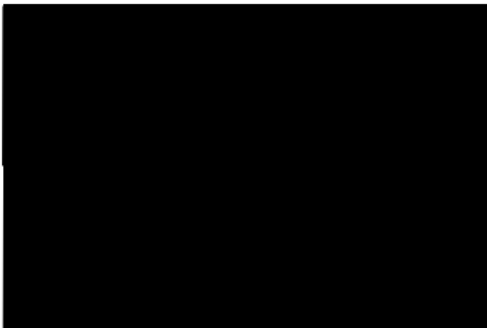
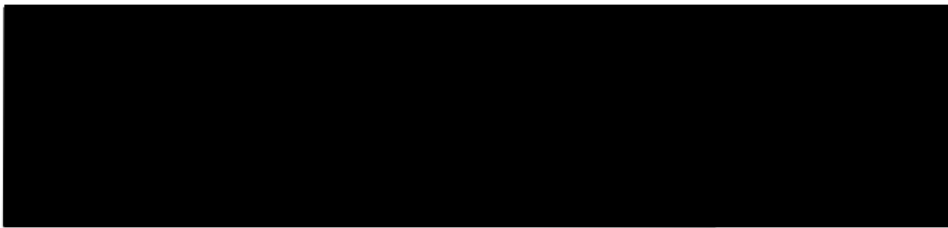


Fwd: Quarry Event Agreement

1 message



Mon, Apr 30, 2018 at 1:10 PM





Quarry Agreement.pdf

76K

New
High school
Meeting

Chris Wright

MOXIE'S GRILL & BAR
EDMONTON KINGSWAY

12:41 06/06/18

MOXIE'S GRILL & BAR #392
KINGSWAY
10628 Kingsway Avenue
Edmonton AB T5G 0W6
780-944-0232

PEPSI	3.69
KALE/QUINOA SAL, add salmon	21.75
GINGER TUNA SAL	21.00
BEEF VINDALOO	19.75
BLKN CHKN BURGER,	
sub/ market salad, lettuce bun	19.50
PEPSI REFILL	0.00
ICE TEA REFILL	0.00
ICE TEA	3.99
ICE TEA	3.99
CHKN TERI BOWL	21.25
BLKN CHKN BURGER	16.50
CHKN KALE QUINOA	20.50
GINGER TUNA SAL	21.00

Sub Total: 172.92

GST: 8.65

06/06 13:24 TOTAL: 181.57

PLEASE PAY SERVER
G.S.T# 890379050

Mention @moxies_official
in your instagram posts and
share your love for food with us!

We want to hear from you!
www.moxies.ca/contact-us

Thank you
K

Amount \$181.57

Tip \$32.89

TOTAL CAD \$214.26

No signature required

Chris Wright with 9 EPSB staff

ILT
Leadership
Team
Retreat
Chris Wright



5505 - 101 Avenue
EDMONTON, AB T6A 0G7
(780) 469-4090
GST# 838815264 RT0001
www.sawmillrestaurant.com

Tab: 62/2 Chk 121 Gst 1
Jun21'18 12:41PM

1 Iced Tea	3.25
2 Pop @ 3.25	6.50
1 Beef Dip	14.95
1 BBQ Chicken Club	15.95
Sal CranVin	
1 Burger	15.50
Fries	
Mushroom Gravy	1.50
1 BBQ Chicken Club	15.95
Sal CranVin	
1 BBQ Chicken Club	15.95
Fries	
1 Rueben	14.95
Sal CranVin	
1 Chick Wrap	14.95
Sal CranVin	
1 B B Caesar	17.95
1 BBQ Chicken Club	15.95
Sal CranVin	
1 Rueben	14.95
Sub Sweet Fries	1.95
Food	170.25
GST	8.51
Amount Due	178.76

Thank-you for your patronage

The Sawmill
Loyalty Program
Ask your server how
to join today!

Feedback
sawmillrestaurant.com/feedback
Facebook
fb.com/sawmillcapilano

SAWMILL PRIME RIB
& STEAK HOUSE
5505 NW 101 Avenue
Edmonton AB T6A 0G7
780-469-4090

** TRANSACTION RECORD **

Tran. #: [REDACTED]
RVC: Dining Room
Table #: 62
Check #: 121
Group #: 2

Type: Purchase
Acct: [REDACTED]
Card #: [REDACTED]

Amount \$178.76
Tip \$32.18
=====

TOTAL CAD\$210.94

APPROVED - THANK YOU
01-027

VERIFIED BY PIN
Customer Copy

IMPORTANT
Retain this copy for
your records

Fwd: Transaction Receipt - Do Not Reply

1 message

Mon, Jul 16, 2018 at 7:34 AM

FYI

Administrative Assistant
Infrastructure/Project Management Office
4th floor, Centre for Education
One Kingsway
Edmonton, AB, T5H 4G9
Tel.: 780-429-8510

ILT
5911-61101

Chris Wright with 9 EPSB staff

----- Forwarded message -----

From: **Julia Mercuri** <jmercuri@thequarryedmonton.com>
Date: Thu, Jul 12, 2018 at 3:33 PM
Subject: Fwd: Transaction Receipt - Do Not Reply
To: [REDACTED]

Hi Erika,

Here is the copy of your receipt for your records.

-----Original Message-----

From: THE QUARRY [mailto:esp_receipt@moneris.com]
Sent: July-10-18 12:25 PM
To: **Dan Philpott**
Subject: Transaction Receipt - Do Not Reply

THE QUARRY

TRANSACTION RECORD

APPROVED

TYPE	PURCHASE
ORDER ID	ILT Meeting Deposit
AMOUNT (CAD)	\$210.00
CARD NUM ACCOUNT	[REDACTED]
DATE	Jul 10 2018 12:24PM
REF NUM	664310370010240010 M

AUTH CODE [REDACTED]

APPROVED - THANK YOU 027

Please keep this email as your transaction receipt.

This receipt has been sent from an unmonitored email account.
Do not reply to this email.

--

Julia Mercuri

Events Coordinator
The Quarry Edmonton
780.477.THEQ (8437) ext. 5

Event Agreement



The Quarry ♦ 945-167 Ave N.E. ♦ Edmonton, AB. ♦ T5Y 0P6
♦ Tel. 780.477.8437 ♦ Fax 780.699.7088 ♦ pro@thequarryedmonton.com

Chris Wright with 9 EPSB staff

Event Name: ILT Meeting

Type of Event: Wedding ☐ Anniversary Party ☐ Birthday Party ☐ Meeting ☒

Other (Describe): ☐ _____

Event Date: 21-Aug-2018

Anticipated Guest Number: 10

Event Space: Banquet Hall (20-275 people)

Private Function Room (up to 55 people)

Time Required: Start: 11 A.M.
End: 4:30 P.M.

Please list Names & Phone Numbers (Where Applicable):

Primary Contact: [REDACTED] Primary Contact Number: [REDACTED]

Name of Groom: _____ Phone # _____

Name of Bride: _____ Phone # _____

Name of Guest(s) of Honour: _____ Phone # _____

_____ Phone # _____

Services Required: *Banquet Area Room Rental _____ *Private Function Room Rental 420.00

*Wedding Ceremony Area rental _____ *

*Catering _____ *

*Cleaning Fee - Post Event _____ *

Guaranteed Numbers

Guaranteed number for all food, and beverage, guests number and event details must be received 7 days prior to your event, otherwise expected numbers or actual, whichever is greater will be charged. Any changes to this catering contract requested following this date will result in applicable charges.



18% Gratuity and 5% GST will be added to all food and beverage charges.

In the event that you wish to cancel these arrangements notice of cancellation will be subject to a 100% forfeit of advance deposit and full payment of remaining charges based on original guaranteed numbers. Event space is booked for the time indicated above, bookings are not 24 hours. Should you require the space for additional time please ensure arrangements are made with The Quarry prior to your event.

Signed:

The Quarry

Date:

Client

Date: July 10, 2018

In signing this contract I acknowledge and accept that The Quarry Terms & Conditions have been read and are fully understood and I agree to be bound by all The Quarry Terms & Conditions and provisions here after.

Billing Address

Name (to which invoice will be addressed): Edmonton Public School

Address: One Kingsway

City: Edmonton

Province: AB

Postal Code:

T5H 4G9

Phone Number: (780) 429-8510

Fax Number:

Email Address:

Alternate Contact Name:

Alt. Contact Phone Number:

Alt. Contact Email Address:

Cardholder Information

A non-refundable advance deposit is required to guarantee event space and will be applied to the final invoice.

50% of the interim costs must be paid 7 days prior to the event, with the balance due upon receipt of the final invoice.

The final balance will be charged to the credit card on file unless alternative arrangements have been made.

Total Deposit Submitted: \$ 210.00

Payment Method: Visa ☒

Cheque ☐

Other: ☐

Account# :

Expiry Date:

Name of the Cardholder:

Signature of Cardholder:

Date Signed:

July 10/18

I hereby authorize the above noted to be processed on my Credit Card. I understand that my Credit Card is the guarantee for the Banquet Space, and I am responsible for any charges or damages incurred.

I acknowledge and accept the advance deposit is non-refundable.

Please return completed form to pro@thequarryedmonton or fax to 780-669-7088

Chris Wright

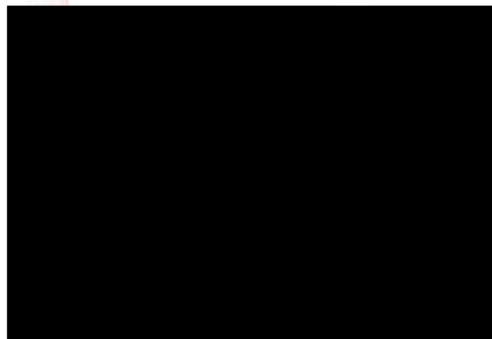
5911-61101-101024



Chris Wright
lunch meeting

BLUE PLATE DINER
10145 - 104 STREET
EDMONTON, ALTA
GST# 872662309 RT0001
www.blueplatediner.ca

BLUE PLATE DINER
10145 104TH ST
EDMONTON AB



Check: 5906 Guests: 3

08/01/2018 11:59AM

1	*Pop	3.00
	soda	
1	*Pop	3.00
	Pepsi	
1	Tuna Melt	14.00
	Green Sal	
1	Chicken Club	17.00
	Caesar	
1	Cobb Salad	16.00
1	*coffee	3.50
	SUBTOTAL	56.50
	GST (5%)	2.83
	Rounding	0.02
	TOTAL DUE	\$59.35

Breakfast - Lunch - Dinner
www.blueplatediner.ca

PURCHASE
AMOUNT \$59.35
TIP \$8.90
TOTAL
\$68.25



APPROVED

AUTH#
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS