

**MICHELLE DRAPER**  
**CHAIR - BOARD OF TRUSTEES - WARD B**  
**FOR THE PERIOD: SEPTEMBER 2018 to NOVEMBER 2018**

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>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Business Travel</b>		<b>\$ -</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Conferences</b>		<b>\$ -</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
2-Oct-18	Meeting with City of Edmonton (Trustees Dunn, Ip, Draper and 4 Guests )	Food	\$ 22.11	<a href="#">Attachment 1</a>
	<b>Sub-Total: Hospitality</b>		<b>\$ 22.11</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>				
7-Sep-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
21-Sep-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
5-Oct-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
19-Oct-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
2-Nov-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
16-Nov-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
30-Nov-18	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 905.73</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 927.84</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.



## Sunterra Receipt

1 message

acctrec@sunterra.ca <acctrec@sunterra.ca>

Thu, Sep 13, 2018 at 3:54 PM

To: [REDACTED]

You are receiving this email communication from [Sunterra Market](#)



### Sunterra Receipt

Dear Customer ,  
Your payment # [REDACTED] has been completed.

Sunterra Quality Food Markets Inc.

GST#: R892593856

#### Payment Details

Payment Status:	Paid/Reconciled
Submitted Date:	9/13/2018 1:44:27 PM
Delivery Date:	9/14/2018
Payment ID:	[REDACTED]
Payment Method:	Credit Card
Credit Card Info:	[REDACTED]
Credit Card Payment Total:	\$68.12
Payment Date:	9/13/2018 3:54:30 PM
Authorization #:	[REDACTED]
Sunterra Invoice Numbers:	E420612

#### Customer Information

Email: [REDACTED]

Thank you for your order! Your payment has been processed.

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#### Our mailing address is:

200, 1851 Sirocco Drive SW Calgary, AB T3H 4R5 Phone: 403-266-2820; Fax: 403-266-2557

**CITY OF EDMONTON**

**3rd Floor, City Hall 1 Sir Winston Churchill Sq  
Edmonton AB  
T5J 2R7  
PO#**

**Invoice E420612**

*Event held on Friday, September 14, 2018  
[CP - Commerce Place]*

**1 Sir Winston Ch. Square, 2nd Floor, Councillor's office \*\* [REDACTED] \* [REDACTED]  
Delivery Time: 11:45 am**

Food/Service Items	Category	Qty	Price	Total
Mixed Sandwich Tray		5	6.59	32.95
Signature Side Salad: Mesclun Greens		5	3.59	17.95
Dressing - House (Sundried Tomato)		5		
Salad Rolls: Vegetable (pack of 2) - Gluten Free		2	6.99	13.98
Dipping Sauce **PLS LABEL: VEGAN, NO DAIRY**				

No Disposables Requested

Subtotal	64.88	Service Charge	0.00	
Tax	3.24			
Total Value	68.12			

**Thank you for this opportunity to serve you.**