

BRIDGET STIRLING
VICE-CHAIR - BOARD OF TRUSTEES - WARD G
FOR THE PERIOD: SEPTEMBER 2018 to NOVEMBER 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>				
12-Oct-18	REIMBURSEMENT: Trip to China - reported on Q4'18	Accommodation/Meal	\$ (656.61)	Attachment 1
	Sub-Total: Business Travel		\$ (656.61)	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
20-Nov-18	LEAF Edmonton - Persons Day Breakfast 2018	Meal	\$ 65.00	Attachment 2
	Sub-Total: Conferences		\$ 65.00	
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</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	
	Sub-Total: Working Sessions		\$ 905.73	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 314.12	

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.



DATE: 11-Sep-18

COST CENTRE (DU): 6121

DESCRIPTION OF REMITTANCE	COMPANY	ACCOUNT	COST CENTRE	SITE	PROGRAM	ACTIVITY	AMOUNT
ALBERTA EDUCATION - OTHER REVENUE/GRANTS	9000	401043					
CAFETERIA SALES	9000	407013					
CATERING SALES	9000	407014					
COPYRIGHTS AND ROYALTIES	9000	407028					
DONATIONS: PROGRAM SUPPORT, SALARY RECOVERIES or CAPITAL EXPENDITURES							
DESCRIBE PURPOSE OF DONATION	9000	409001	0000	0000	00000	000000	
EMPLOYEE PARKING (CFE ACCOUNT)	9000	407018	5611				
EMPLOYEE PARKING (CFE LOST CARDS)	9000	407003	5611				
FEDERAL GRANTS	9000	404001					
GST COLLECTED	9000	102012	6311	0000	00000	000000	
LAPP - LOCAL AUTHORITIES PENSION PLAN	9000	201121					
WCB - WORKERS COMPENSATION BOARD	9000		6893	0000	69106		
OTHER COMMISSIONS (DESCRIBE)							
	9000	407003					
OTHER MATERIAL FEES	9000	406011					
OTHER NON GOVERNMENT GRANTS	9000	407004					
OTHER NON GOVERNMENT REVENUE (DESCRIBE)	9000	407005					
OTHER PROVINCIAL GRANTS & REVENUE	9000	403002					
PRINT SHOP AND PHOTOCOPYING SERVICE	9000	407015					
SALE OF SURPLUS EQUIPMENT & FURNITURE (attach bill of sale)	9000	407027					
PERSONAL/THIRD PARTY EXPENSE RECOVERIES FOR CELL PHONES, LOST/DAMAGED TEXTBOOKS, LONG DISTANCE CHARGES, ETC...CHARGED IN PRIOR SCHOOL YEAR							
REIMBURSE-PERSONAL/THIRD PARTY EXPENSES CHARGED	9000	700705	6121	0000	00000	000000	656.61
CURRENT YEAR, ATTACH BACK-UP DOCUMENTATION	9000						
OTHER: Please describe & enter 29 digit coding	9000						
	9000						
1) Reimbursement	9000						
Trustee Bridget Stirling - trip to China	9000						
	9000						
	9000						
	9000						
TOTAL							\$656.61
TOTAL CHEQUES REMITTED							\$656.61
TOTAL CASH REMITTED							
TOTAL							\$656.61

IF ADDITIONAL LINES ARE REQUIRED, PLEASE ATTACH A BREAKDOWN OF ADDITIONAL AMOUNTS & CODING AND SEND TO FINANCE

An Administration fee of \$20 will be applied to cheques returned by the bank with non-sufficient funds

For Finance Use Only

Approved by:

Date:

10/9/2018

Signed

Signed

AUTHORIZED SIGNATURE - PRINT NAME & SIGN



DATE: 11-Sep-18

Details of Cash & Cheques Remitted:

DEPARTMENT: Board of Trustees

I.E.: employee parking, print services, donations, etc.

COST CENTRE (DU): 6121

DATE	PAYEE NAME	CHEQUE #	GROSS CHEQUE AMOUNT	GROSS CASH AMOUNT	GST *	NET REVENUE * (before GST)	For finance use only: Receipt #
11-Sep-18	EPSB	40	656.61	/	/	656.61	
1) Reimbursement							
Trustee Bridget Stirling - trip to China [REDACTED]							
[REDACTED]							
TOTALS			\$ 656.61	\$ -	\$ -	\$ 656.61	

For Finance Use Only

Approved by: [REDACTED]

Signed

Date:

10/9/2018

Signed

AUTHORIZED SIGNATURE - PRINT NAME & SIGN

NOTE: * To calculate the GST and NET amounts from the Gross Amount received:

GST exempt

GST	GST = Gross amount times 5 divided by 105. E.G. \$100 x 5/105 =	4.76
NET	NET = Gross amount divided by 1.05. E.G. \$100/1.05 =	95.24
GROSS	GROSS = NET + GST E.G.	100.00



Keep your tickets handy

Get the app

LEAF Edmonton - Persons Day Breakfast 2018



1 x Ticket

Order total: \$65.00



Monday, 22 October 2018 from 7:30 AM to 9:00 AM (MDT)

Add to [Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)



The Sutton Place Hotel

10235 - 101 Street
Edmonton, AB T5J 3E9
Canada

[\(View on map\)](#)

[View event details](#)

Women's Legal Education and Action Fund (LEAF)

[Follow](#)

Questions about this event?

[Contact the organizer](#)

Order Summary

Order [#835467234](#) - 3 October 2018

1 x Edmonton PDB 2018 - Regular Ticket	\$65.00
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\$65.00

[View and manage your order online](#)

Printable PDF tickets are attached to this email

Refund Policy: No Refunds

Charged to the

Appears on your card statement as "EB *LEAF Edmonton-Pers"

[Contact the organizer](#) for any questions related to this purchase.

This order is subject to Eventbrite [Terms of Service](#), [Privacy Policy](#), and [Cookie Policy](#).

Additional Information

The event organizer has provided the following information:

Hello

Thanks for your ticket purchase

Please PRINT and bring this ticket to the event registration on October 22, 2018

LEAF Edmonton 2018 Persons Day Breakfast will happen on October 22, 2018
from 7:30 am to 9 am

Local -The Edmonton Sutton Place Hotel
10235 - 101 Street