



EDMONTON PUBLIC SCHOOLS

TRISHA ESTABROOKS
BOARD OF TRUSTEES - WARD D
FOR THE PERIOD: DECEMBER 2023 to FEBRUARY 2024

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	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.

Nothing to report for this period \$ -

Sub-Total: Conferences \$ -

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-Dec-23	Bi-Weekly Car Allowance	Other Costs	\$	129.39
22-Dec-23	Bi-Weekly Car Allowance	Other Costs	\$	129.39
5-Jan-24	Bi-Weekly Car Allowance	Other Costs	\$	129.39
19-Jan-24	Bi-Weekly Car Allowance	Other Costs	\$	129.39
2-Feb-24	Bi-Weekly Car Allowance	Other Costs	\$	129.39
16-Feb-24	Bi-Weekly Car Allowance	Other Costs	\$	129.39

Sub-Total: Working Sessions \$ 776.34

TOTAL EXPENSES REPORTED FOR THE PERIOD			\$	776.34
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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.