



# EDMONTON PUBLIC SCHOOLS

**DARWIN MARTIN**  
**MANAGING DIRECTOR - DISTRICT TECHNOLOGY**  
**FOR THE PERIOD: SEPTEMBER 2019 to NOVEMBER 2019**

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>				
5-Nov-19	Cybersafe Conference November 2019 - Hotel	Accommodations	\$ 805.67	<a href="#">Attachment 1</a>
5-Nov-19	Cybersafe Conference November 2019 - Registration Fee	Registration Fee	\$ 434.95	<a href="#">Attachment 2</a>
5-Nov-19	Cybersafe Conference November 2019 - Mileage	Transportation	\$ 202.62	
5-Nov-19	Cybersafe Conference November 2019 - Mileage	Transportation	\$ 202.62	
5-Nov-19	Cybersafe Conference November 2019 - Meals per Diem	Meals	\$ 68.66	
	<b>Sub-Total: Conferences</b>		<b>\$ 1,714.52</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Hospitality</b>		<b>\$ -</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>				
31-Aug-19	DLM meeting (Superintendent D.Robertson with M.Suderman; L.Yule; R.MacNeil; K.Pharis; K.Muhlethaler; L.Morrison; L.Parker; T.Burnstad; C.Wright; L.Austin; M.Proulx; N.Petersen; D.Martin; A.Anderson and 344 EPSB Staff)See Superintendent D.Robertson for receipt.	Meal	\$ 11.27	
3-Sep-19	TIM Leadership Offsite Lunch Meeting with 7 EPSB Employees	Meals	\$ 47.78	<a href="#">Attachment 3</a>
6-Sep-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
20-Sep-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
4-Oct-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
18-Oct-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
1-Nov-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
15-Nov-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
29-Nov-19	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 964.78</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 2,679.30</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.



1 Centennial Drive, P.O. Box 249, Kananaskis, Alberta T0L 2H0  
 (403) 591-7711 (403) 591-7770 FAX

Darwin Martin  
 Redacted  
 acte  
 d

Room: Redacted  
 Folio: 124637  
 Cashier: 42  
 Arrival: Redacted  
 Departure: Redacted

Group: Cyber Summit 2019

Date	Description	Additional Information	Charges	Credits
10-27-19	Room Charge		229.00	
10-27-19	Destination Marketing Fee (DMF)		6.87	
10-27-19	Tourism Levy		9.43	
10-27-19	Rooms - Federal Tax - GST		11.79	
10-27-19	Group Service Charge		25.00	
10-27-19	Fee Federal Tax		1.25	
10-27-19	Fee Tourism Levy		1.00	
10-28-19	Room Charge		229.00	
10-28-19	Destination Marketing Fee (DMF)		6.87	
10-28-19	Tourism Levy		9.43	
10-28-19	Rooms - Federal Tax - GST		11.79	
10-28-19	Group Service Charge		25.00	
10-28-19	Fee Federal Tax		1.25	
10-28-19	Fee Tourism Levy		1.00	
10-29-19	Room Charge		229.00	
10-29-19	Destination Marketing Fee (DMF)		6.87	
10-29-19	Tourism Levy		9.43	
10-29-19	Rooms - Federal Tax - GST		11.79	
10-29-19	Group Service Charge		25.00	
10-29-19	Fee Federal Tax		1.25	
10-29-19	Fee Tourism Levy		1.00	
10-30-19	Association Group	Adjust Trm. Code 10105 for 229.00 by - 10.00%	-22.90	
10-30-19	Destination Marketing Fee (DMF)		-0.69	
10-30-19	Tourism Levy		-0.94	
10-30-19	Rooms - Federal Tax - GST		-1.18	
10-30-19	Master Card	Redacted	XX/XX	827.31

<b>GST Summary</b>	
Registration No:	Redacted
Room	34.19
F&B	0.00
Other	54.02
<b>Total</b>	<b>88.21</b>

<b>Total</b>	827.31	827.31
<b>Balance Due</b>	0.00	CDN

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 of or the full amount of these charges.

Cybera Inc, 200, 3512 33 St NW, Calgary, AB T2L2A6, Canada

**Invoice To:**

Darwin Martin  
Redacted

**GST/HST Invoice**

**Invoice Number: 1069439315**

Please quote invoice number for payment and correspondence.

**Invoice From:**

Cybera Inc  
200, 3512 33 St NW  
Calgary, AB T2L2A6  
Canada

GST/HST: Redacted

Ticketing by

**eventbrite**

155 5th St, 7th Floor  
San Francisco, CA 94103  
USA

**Invoice Date: 23 Sep 2019**

Event: 62367867972

Dear Darwin Martin,

Thank you for your order.

Item Description	Unit Price (net)	Quantity	Sub-Total (net)	GST/HST	Sub-Total (gross)
Summit (Non-Member)	\$425.36	1	\$425.36	5 %	\$446.63

Charged to: MasterCard [Redacted]

Date of Purchase: 23 Sep 2019 - 11:18 AM

Time of Supply: 29 Oct 2019 - 8:00 AM

Total (net): \$425.36  
Plus GST/HST 5 %: \$21.27  
**Invoice Amount: \$446.63**

Eventbrite, Inc., on behalf of the organizer, charged \$446.63 for "Cyber Summit '19: Mission Accessible" (Tuesday, 29 October 2019 - Wednesday, 30 October 2019) to your credit/debit card. The invoice amount will appear on your credit/debit card as "EVENTBRITE.COM/CHARGE" in the next few days.

Thank you,  
Cybera Inc

*Eventbrite is not the seller of the goods or services that this invoice relates to and acts only as a limited commercial agent on behalf of CYBERA INC. Your payment of the amounts set forth on this invoice that are processed by Eventbrite pays the debt you owe to CYBERA INC for the amounts concerned. CYBERA INC is obliged to provide the goods or services purchased whether or not they have yet received the funds from Eventbrite. However, in carrying out its duties as limited commercial agent of CYBERA INC, Eventbrite assumes no liability for any acts or omissions or otherwise in respect of CYBERA INC.*

# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

# INVOICE

Event Date: 8/27/19

Invoice #: E139224

Who : Darwin Martin

What: TIM Leadership Offsite Meeting

Darwin Martin + 7 Staff members

Sold To:Edmonton Public School Board

Contact Name:

Phone Number:

Email Address:

## DELIVERY ADDRESS

Site Name: Donald Ross School

Site Address: 10125 - 97 Avenue, Edmonton, Alberta

## DESCRIPTION

Guest Count: 8

Type: Invoice

8	Continental Breakfast Package B for 5-11 guests @ \$5.60	\$44.80
8	Fruit 4oz @ \$2.40	\$19.20
2	Coffee 10 Cup @ \$12.50	\$25.00
10	Slider Package @ \$14.50	\$145.00
8	Gourmet Fancies Lunch @ \$2.50	\$20.00
4	Bottled Water @ \$1.75	\$7.00
4	Assorted Juice Lunch or PM @ \$1.75	\$7.00
4	Double Chocolate Chip Cookies @ \$0.80	\$3.20
4	Oatmeal Cranberry Cookies @ \$0.80	\$3.20
4	Chocolate Chip Cookies @ \$0.80	\$3.20
4	Peanut Butter Cookies @ \$0.80	\$3.20
1	Coffee 10 Cup @ \$12.50	\$12.50
1	Custom Delivery/Retrieval @ \$60.00	\$60.00
1	Chafing Dish @ \$10.00	\$10.00
8	Continental Disposable Setting @ \$0.28	\$2.24
20	Disposable Cup Coffee @ \$0.12	\$2.40
8	Cold Lunch Disposable Setting @ \$0.20	\$1.60
8	Hot Meal Disposable Setting (lunch plate) @ \$0.26	\$2.08
8	Hors d' Oeuvres Disposable Setting @ \$0.27	\$2.16

Subtotal \$373.78

Gratuity \$0.00

5% Taxes \$18.69

Total \$392.47