

**GRACE COOKE**  
**LEGAL COUNSEL**  
**FOR THE PERIOD: JUNE 2020 to AUGUST 2020**

| 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>   |                                    |              |                                   |             |
|   | 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> |                                    |              |                                   |             |
| 12-Jun-20   | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
| 26-Jun-20   | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
| 10-Jul-20   | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
| 24-Jul-20   | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
| 7-Aug-20  | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
| 21-Aug-20   | Bi-Weekly Car Allowance            | Other Costs  | \$ 129.39                         |             |
|   | <b>Sub-Total: Working Sessions</b> |              | <b>\$ 776.34</b>                  |             |
| <b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>   |                                    |              | <b>\$ 776.34</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.