

Heather Robertson (VP, Central Programming & Innovation) - 2011/12 1st Quarter Expense Report
 April 1, 2011 to June 30, 2011

Date	Purpose	Cost
01-Apr-11 to 30-Jun-11	No current expenses submitted during this period	
	Accommodation	\$0.00
	Hospitality	\$0.00
	Meals	\$0.00
	Transportation	\$0.00
	Other	\$0.00
	Total	\$0.00

Summary of Expenses	
Accommodation	\$0.00
Hospitality	\$0.00
Meals	\$0.00
Transportation	\$0.00
Other	\$0.00
Total Expenses (Q1 - 2011/12)	\$0.00

Signature: _____ **Date:** _____

Heather Robertson (VP, Central Programming & Innovation) - Addendum to 2011/12 1st Quarter Expense Report

This addendum contains expenses incurred in the 4th quarter of FY10 that have been submitted in the 1st quarter

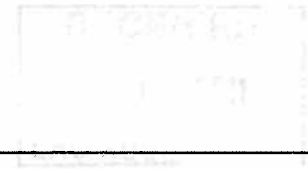
Date	Purpose	Cost
02-Mar-11	Cost for LSUC course "Defining Issues and Strategies with Litigation Clients"	
	Accommodation	\$0.00
	Hospitality	\$0.00
	Meals	\$0.00
	Transportation	\$0.00
	Other	\$265.55
	Total	\$265.55

31-Mar-11	Registration fee for LSUC 6th Annual Solo and Small Firm Conference & Expo	
	Accommodation	\$0.00
	Hospitality	\$0.00
	Meals	\$0.00
	Transportation	\$0.00
	Other	\$310.75
	Total	\$310.75

Summary of Expenses

Accommodation	\$0.00
Hospitality	\$0.00
Meals	\$0.00
Transportation	\$0.00
Other	\$576.30
Total Expenses (Q1 - 2011/12)	\$576.30

MONTHLY EXPENSE CLAIM



NAME		Heather Robertson <i>CP02</i>									
DATE	DETAILED DESCRIPTION OF EXPENSE <small>(Include Purpose, Place, # of people, Names & Titles)</small>	EXP CODE	COST CENTRE	HOTEL	HOSPITALITY	MEALS	TRANSPORT	OTHER	KMS		AMOUNT
									S \$0.40	N \$0.41	
2-Mar-11	LSUC course - Defining Issues and Strategies with Litigation Clients	61000	862001								265.55
											0.00
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											0.00
								TOTAL KMS	0	0	0.00
								SUBTOTAL			265.55
								(LESS ADVANCE)			0.00
								TOTAL			265.55 <i>2945</i>

RECEIVED

MAY 09 2011

LEGAL AID ONTARIO - FINANCE

PAID

MAY 11 2011

**** By signing this expense claim it is understood that the supervisor and/or manager who approves this claim have read and understands Legal Aid Ontario's Travel, Meal and Hospitality Expenses Policy. The supervisor and/or manager acknowledges that by signing this expense claim it is in compliance with the policy.**

NOTE: PLEASE ATTACH ALL ORIGINAL RECEIPTS WITH YOUR CLAIM BY THE 15th OF MONTH FOLLOWING THE MONTH THE EXPENSES WERE INCURRED.

FOR PROVINCIAL OFFICE USE

APPROVED _____

SIGNATURE

DATE

TITLE

CERTIFIED CORRECT

1721810

05/05/2011

DATE

SUPERVISOR'S SIGNATURE**



Barreau
The Law Society of du Haut-Canada
Upper Canada

The Law Society of Upper Canada

Osgoode Hall, 130 Queen Street West,
 Toronto, Ontario, M5H 2N6
 Tel: 416-947-3315
 Toll Free: 1-800-668-7380 ext 3315
 Fax: 416-947-5235
 Web: <http://ecom.lsuc.on.ca>

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Beginning with September 2009 programs, whether you are attending this program live, in person, or viewing the live webcast on your computer, all registrants receive 30-day access to the video archive (unless otherwise indicated). The video archive will be available within 2 business days after the program, for 30 days.

ACCESSING THE WEBCAST/VIDEO ARCHIVE AND MATERIALS: Within two business days prior to the program a link will be added to your online digital goods account and you will receive an email from cpd@lsuc.on.ca with a link to the program webcast and the materials in PDF format. This email will include specific instructions on how to access the live webcast and related materials, as well as the video archive after the program.

If you use a spam filter, please add cpd@lsuc.on.ca to the allow list in order to prevent the message from being blocked. If you do not receive an instruction e-mail please contact "CPD Webcast Department".

You will be prompted to enter your e-mail address, name, company, and telephone number to Login to the viewing Auditorium. Please also look under the headings "System Requirements" and "Test Your System" to make sure you are ready for the webcast. If you need technical support call 1-877-947-5222.

Reminder: No cancellations are accepted within 5 business days of the program date.

Your Account Number

21096Q

Order Number

201105-36837927

Order Date

May 2, 2011 @ 11:53:09 AM

Quantity	Item	Item Cost	Subtotal
1	Defining Issues and Strategies with Litigation Clients - Toronto Registration with Hardcopy Materials - Program Date: June 23, 2011 (9:00 am)	\$235.00	\$235.00
	Subtotal		\$235.00
		HST	\$30.55
		Grand Total	\$265.55

Payment Method: Credit Card

Card Visa **Expiry** 09/2012

Card Number



Name on Card

Heather Robertson

Order Notes

How did you find out about these products?

Law Society Website

Ship To Information

Ship To Company Legal Aid Ontario
Ship To Department Provincial Case Management Office
Ship To Name Heather Robertson
Ship To Address Atrium on Bay
Ship To Address Line 2 200-40 Dundas St W
Ship To City Toronto
Ship To Prov/State Ontario
Ship To Postal/Zip M5G2H1
Ship To Country Canada

Bill To Information

Bill To Company Legal Aid Ontario
Bill To Department Provincial Case Management Office
Bill To Name Heather Robertson
Bill To Address Atrium on Bay
Bill To Address Line 2 200-40 Dundas St W
Bill To City Toronto
Bill To Prov/State Ontario
Bill To Postal/Zip M5G2H1
Bill To Country Canada

Additional Information

Phone Number 416-979-2352 Ext. 5450
Fax Number 416-204-4701
Email robertsh@lao.on.ca

Additional e-mail address to receive order information

Web site

CLE Bursary: Application forms can be found on our website [HERE](#). Please note that orders which receive discounts should be placed through an alternate method such as phone, fax or mail.

Return/Cancellation Policy for CLE products and program offerings:

CLE Registration: We reserve the right to change program content, speakers and locations without notice. Registration fee less \$50.00 plus applicable taxes for a full day and \$25.00 plus applicable taxes for a part day is refundable if cancellation is received five working days before the program. Transfers (e.g. from live attendance to webcast) will not be accepted within two days of program date.

CLE Publications/CDs: Paper copy publications and CDs may be returned within 30 calendar days of purchase and must be in re-saleable condition for a refund to be issued.



**The Law Society of
Upper Canada** **Barreau
du Haut-Canada**

The Law Society of Upper Canada

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Toronto, Ontario, M5H 2N6
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Reminder: No cancellations are accepted within 5 business days of the program date.

Your Account Number	Order Number	Order Date
21096Q	201103-37662595	Mar 31, 2011 @ 2:44:48 PM

Quantity	Item	Item Cost	Subtotal
1	6th Annual Solo and Small Firm Conference and Expo (Two-Day Program) - Toronto Registration with Hardcopy Materials - Date: June 3-4, 2011 (9:00 am)	\$275.00	\$275.00
		Subtotal	\$275.00
		HST	\$35.75
		Grand Total	\$310.75

Payment Method: Credit Card

Card Visa **Expiry** 09/2012

Card Number [REDACTED]

Name on Card Heather Robertson

Order Notes

How did you find out about these products? Law Society Email

Ship To Information

Ship To Company Legal Aid Ontario

Ship To Department CP&I

Ship To Name Heather Robertson

Ship To Address Atrium on Bay

Ship To Address Line 2 200-40 Dundas St W

Ship To City Toronto

Ship To Prov/State Ontario

Ship To Postal/Zip M5G2H1

Ship To Country Canada

Bill To Information

Bill To Company LEGAL AID ONTARIO

Bill To Department

Bill To Name HEATHER ROBERTSON

Bill To Address Atrium on Bay

Bill To Address Line 2 200-40 Dundas St W

Bill To City Toronto

Bill To Prov/State Ontario

Bill To Postal/Zip M5G 2H1

Bill To Country Canada

Additional Information

Phone Number 416-979-2352 Ext. 5450

416-204-4701

Fax Number**Email** robertsh@lao.on.ca**Additional e-mail address to receive order information****Web site**

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