

Expense Disclosure Reporting Form

Name: **Bob Normand, Chair, Board of Directors**

For the Period:

Aug-13

Travel, Seminars/Conference and Associated Expenditures

Date of expense	Destination	Purpose	Airfare	Other Transportation	Accommodation	Meals (includes per diem allowances)	Seminar / Conference / Registration fees	Total
1	19-Jul-13	Mileage to/from Purolator outlet		\$24.50				\$24.50
2	23-Jul-13	Mileage to/from Purolator outlet		\$24.50				\$24.50
3								\$0.00
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
Travel Related								\$49.00

Notes

Non-travel related Expenditures (Business meals, etc...)

Dates	Purpose	Expense Category	Total
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Non-Travel Related			\$0.00

Notes

Total claimed for reporting period: \$49.00

Mileage & Per Diem Allowances

Employee Name	Expense Type	Submitted Date	Trip Info	Trip Start Date	Trip End Date	Expense Trans Date	Detail Description	Total Amount (Includes GST/HST)	Summary Item Reference
Bob Normand	Mileage	8/30/2013				7/19/2013	Mileage (50km) to Valleyfield (Purolator outlet)	\$24.50	1
Bob Normand	Mileage	8/30/2013				7/23/2013	Mileage (50km) to Valleyfield (Purolator outlet)	\$24.50	2