

Mary MacLeod			
VP Clinical Services			
Period: April 30, 2016 - September 30 2016			
Expense date	Total Amount	Expense category *	Description
4-May-16	\$15.00	Travel-Parking	Business Meeting
13-May-16	\$23.30	Travel-Taxi	Business Meeting
31-May-16	\$23.30	Travel-Taxi	Business Meeting
28-Jun-16	\$18.00	Travel-Parking	Business Meeting
1-Aug-16	\$24.08	Travel-Mileage	Business Meeting
1-Aug-16	\$67.79	Meals	Conference
1-Aug-16	\$26.25	Travel-Other (Please specify)	Conference
1-Aug-16	\$580.06	Travel-Airfare	Conference
2-Aug-16	\$88.00	Meals	Conference
3-Aug-16	\$12.79	Meals	Conference
3-Aug-16	\$6.94	Meals	Conference
4-Aug-16	\$24.08	Travel-Mileage	Business Meeting
4-Aug-16	\$117.00	Travel-Parking	Conference
4-Aug-16	\$81.18	Travel-Taxi	Conference
4-Aug-16	\$29.15	Meals	Conference
4-Aug-16	\$37.85	Meals	Conference
4-Aug-16	\$27.18	Travel-Other (Please specify)	Conference
18-Aug-16	\$1,389.72	Travel-Accommodation	Conference
Total	\$2,591.67		
* Please use the dropdown list to select the appropriate Expense or Description category.			
For further instructions refer to the Notes Tab			