



**EXPENSE REPORT**

DATE: August 1-31, 2014

Name: Robert Giffin

Title: HRA Board Member

**1) Travel**

Travel Type	Expense Description	Date	Amount	Notes
Miscellaneous Meetings	mileage	June-Aug inclusive	80.00	

**2) Conferences**

Conference Name	Expense Description	Date	Amount	Notes
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**3) Professional membership dues**

Membership Type	Expense Description	Date	Amount	Notes
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720, 9707 - 110 Street  
Edmonton, AB T5K 2L9

HORSE RACING ALBERTA  
DATE 8-22-14  
1417-3  
1.90  
606000-013 78.09

**Expense Report**

1. Form to be fully completed, signed, and dated by individual requesting reimbursements
2. Expense reports to be submitted to immediate supervisor for approval prior to payment
3. Receipts, where applicable, are to be attached.
4. All travel must be authorized, in advance, by the Chief Executive Officer

Name: Bob Giffin Board \_\_\_\_\_

Reason for Travel: NLP - Foreign Workers/ HRA Office - Sustainable Bus/Leduc - Bd Mtg

Month/Day	6-Jun-14	16-Jun-14	29-Jul-14			TOTAL	Office Use Only	
							GST	Net
Travel from:	Home	Home	Home					
Travel to:	NLP	HRA Office	Leduc					
Mileage: # kms	29	32	75			136		
Amount @ .50	\$14.50	\$16.00	\$37.50	\$0.00	\$0.00	\$68.00		
Airfare						\$0.00		
Taxi/Bus						\$0.00		
Auto Rental						\$0.00		
Parking	\$12.00					\$12.00		
Hotel						\$0.00		
Other Accom.						\$0.00		
Meals						\$0.00		
Meal Allowance						\$0.00		
Hosting						\$0.00		
Other (Specify)						\$0.00		
<b>TOTAL</b>	\$26.50	\$16.00	\$37.50	\$0.00	\$0.00	\$80.00		

Details of guests hosted: \_\_\_\_\_

Signature: R. Giffin Date: Aug 15, 2014 Approved: \_\_\_\_\_