



EXPENSE REPORT

DATE: August 1-31, 2017

Name: Norm Castiglione

Title: HRA Board Member

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
Board Meeting	mileage	August 18-19, 2017	352.00	Okotoks/Edmonton
	accommodation	August 18-19, 2017	185.25	Edmonton
			<u>537.25</u>	

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

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: NOEMEN CASTELHON Board HRA
Reason for Travel: BOARD MEETING

Month/Day	Travel from:	Travel to:	Mileage: # kms	Amount @ .50	Airfare	Taxi/Bus	Auto Rental	Parking	Hotel	Other Accom.	Meals	Meal Allowance	Hosting	Other (Specify)	TOTAL	
															Office Use Only GST	Net
Aug 18	EDMONTON	EDMONTON	352	176					185.25							
Aug 19	EDMONTON	EDMONTON	352	176												
															537.25	

Details of guests hosted: _____

Signature: [Signature] Date: Aug 20 2017 Approved: _____

HORSE RACING ALBERTA

DATE 8-22

BATCH No. 1706-34

AMOUNT

606 000

-013 524.46

ENTERED BY _____

CHECKED BY _____

APPROVED BY _____

Norman Castiglione
P.O. Box 10 Site 10
Okotoks AB T1S 1A1
Canada

Room Number: 0708
Arrival Date: 08-18-17
Departure Date: 08-19-17
Page No: 1 of 1

Guest Name:

INVOICE

Folio No: 290524

Date	Description	Charges	Credits
08-18-17	Room Revenue	165.00	
08-18-17	Destination Marketing Fee - 3%	4.95	
08-18-17	Tourism Levy - 4%	6.80	
08-18-17	Room GST - 5%	8.50	
08-19-17	F&B Mastercard		185.25
Total		185.25	185.25
Balance		0.00	

EDMONTON MATRIX HOTEL
10640 100 AVENUE
EDMONTON, AB T5J 1H
780-429-2861

FORCE SALE

REF# C000003
08/19/17
APPR CODE: 048\$
Trace: 1
MASTERCARD
*****2102
/tp
\$185.15
APPROVED

Res is not waived and agree to be held personally liable in the event or association fails to pay for any part or the full amount of these reges. G.S.T. #105631154 RT 0008