



**EXPENSE REPORT**

DATE: November 1-30, 2017

Name: Norm Castiglione

Title: HRA Board Member

**1) Travel**

Travel Type	Expense Description	Date	Amount	Notes
Committee Meetings	mileage	November 7, 2017	199.00	Red Deer
			199.00	

**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 T6K 2L9

HORSE RACING ALBERTA

DATE 11-27  
 PHONE 1726-6  
 FEXT 4-74  
60600  
013 194.26  
 ENTERED BY \_\_\_\_\_ CHECKED BY \_\_\_\_\_ APPROVED BY \_\_\_\_\_

**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: Norman Castiglione Board  
 Reason for Travel: \_\_\_\_\_

Month/Day	NOV 7	NOV 1	TOTAL	Office Use Only
			GST	Net
Travel from:	6 KINGS	RED DEER		
Travel to:	RED DEER	DICKINSON		
Mileage: # kms	199	199		
Amount @ .50	99.50	99.50	199.00	
Airfare				
Taxi/Bus				
Auto Rental				
Parking				
Hotel				
Other Accom.				
Meals				
Meal Allowance				
Hosting				
Other (Specify)				
TOTAL	99.50	99.50	199.00	

Details of guests hosted: \_\_\_\_\_  
 Signature:  Date: Nov 23 2017 Approved: \_\_\_\_\_