



**EXPENSE REPORT**

DATE: February 1-28, 2018

Name: Norm Castiglione

Title: HRA Board Member

**1) Travel**

Travel Type	Expense Description	Date	Amount	Notes
HRA Board Meeting	mileage	February 21-23, 2018	346.00	Okotoks/Edmonton return
	accommodation	February 22, 2018	233.24	
			<u>579.24</u>	

**2) Conferences**

Conference Name	Expense Description	Date	Amount	Notes
-----------------	---------------------	------	--------	-------

**3) Professional membership dues**

Membership Type	Expense Description	Date	Amount	Notes
-----------------	---------------------	------	--------	-------



720, 9707 - 110 Street  
Edmonton, AB T5K 2L9

HORSE RACING ALBERTA

DATE 1-26  
DATE IN No. 1743-24  
AMOUNT  
39.12  
606.00  
-013 542.12

**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.

ENTERED BY \_\_\_\_\_ CHECKED BY \_\_\_\_\_ APPROVED BY \_\_\_\_\_

Name: NORMAN AKIGLIONE Board  
Reason for Travel: BOARDS MEETINGS

Month/Day	FEB 21	FEB 22	TOTAL	Office Use Only	Net
Travel from:	EDMONTON	EDMONTON			
Travel to:	EDMONTON	ALBERTA			
Mileage: # kms	346	346			
Amount @ .50	173	173			
Airfare			346 <sup>00</sup>		
Taxi/Bus					
Auto Rental					
Parking					
Hotel	233.24				
Other Accom.					
Meals					
Meal Allowance					
Hosting					
Other (Specify)					
TOTAL	406.24	173 <sup>00</sup>			579.24

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

Signature: \_\_\_\_\_ Date: FEB 26, 2018 Approved: \_\_\_\_\_

**From:** confirmations@getaroom.com  
**Subject:** Guest Reservations - Reservation Confirmation  
**#R1028778483**  
**Date:** Feb 20, 2018 at 7:43:36 PM  
**To:** Normcastiglione@yahoo.com

## Guest Reservations



Thank you for booking your hotel reservation. Your reservation has been prepared and is fully guaranteed. Rest assured, your reservation has been successfully submitted to the hotel.

Upon check in, please present a valid ID and major credit card for incidentals only.

If you have any questions or require any additional information regarding your reservation, please contact our customer care department.

[View Reservation](#)



[Directions](#)

## Reservation Details

Status **CONFIRMED**

Conf. # R1028778483

Arrival: Thursday, Feb 22, 2018

Departure: Friday, Feb 23, 2018

## Costs & Fees

Subtotal CA\$156.00

Tax Recovery CA\$74.24

Charges E

Service Fees

(see Details Below)

Total CA\$230.24

This payment will be processed in the United States and will appear on your statement as "GetHotel GuestReserv".

By booking this reservation, you have accepted the **Terms and Conditions**.

## Hotel Details

Hotel Edmonton Marriott a. River Cree Resort  
300 East Layrue St/rd  
Edmonton, AB T7X 3Y3

Rooms 1 King Cr 2 Queen Beds - Wifi, Mini Fridge