



**EXPENSE REPORT**

DATE: December 1-31, 2018

Name: Alan Martin

Title: HRA Board Member

**1) Travel**

Travel Type	Expense Description	Date	Amount	Notes
HRA Board Meeting	mileage	November 20, 2018	50.00	St. Albert/Leduc
			50.00	

**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

**Expense Report**

HORSE RACING ALBERTA  
 DATE 1/3/19  
 BATCH No. 1796-7  
 ACCO. IT No. 700000 / JUNT  
1.19  
606000  
-008 48.81

ENTERED BY	CHECKED BY	APPROVED BY

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: ALAN MARTIN Board MEETING November 20, 2018

Reason for Travel: Board Meeting - LEDUC

Month/Day	Sept 20		TOTAL	Office Use Only	
	Sept-25-			GST	Net
Travel from: Travel to:	St. Albert				
	Leduc				
Mileage: # kms	100		100		
Amount @ .50	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
Airfare			\$0.00		
Taxi/Bus			\$0.00		
Auto Rental			\$0.00		
Parking			\$0.00		
Hotel			\$0.00		
Other Accom.			\$0.00		
Meals			\$0.00		
Meal Allowance			\$0.00		
Hosting			\$0.00		
Other (Specify)			\$0.00		
TOTAL	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Approved: \_\_\_\_\_