



EXPENSE REPORT

DATE: June 1-30, 2019

Name: Mara Coote-Freeman

Title: HRA Board Member

1) Travel

Travel Type	Expense Description	Date	Amount	Notes
HRA Board Meeting	mileage	June 20 - 21, 2019	430.00	Olds/Lethbridge return
	meal allowance	June 20 - 21, 2019	18.00	
	accommodation	June 20 - 21, 2019	280.39	Lethbridge
			728.39	

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: Mara Coote Freeman Board yes
Reason for Travel: Committee Regulatory BD

						TOTAL	Office Use Only	
Month/Day	20-Jun-19			2019-06-22			GST	Net
Travel from:	Home			lethbridge				
Travel to:	Lethbridge			home				
Mileage: # kms	430			430		860		
Amount @ .50	\$215.00		\$0.00	\$215.00	\$0.00	\$430.00		
Airfare						\$0.00		
Taxi/Bus						\$0.00		
Auto Rental						\$0.00		
Parking						\$0.00		
Hotel						\$0.00		
Other Accom.						\$0.00		
Meals						\$18.00		
Meal Allowance						\$0.00		
Hosting						\$0.00		
Other (Specify)						\$0.00		
TOTAL	\$215.00	\$0.00	\$0.00	\$215.00	\$0.00	\$448.00		

Details of guests hosted:

Si
F./

Mara Coote Freeman

2019.07.22

Approved:



Fairfield by Marriott® Lethbridge
4081 2nd Avenue South, Lethbridge Alberta T1j1z2 P 587.425.0388
Fairfield.Marriott.com

Horse Racing Alberta
Horse Racing Alberta

Room: GRP
Room Type: HSE
Number of Guests: 0
Rate: \$0.00 Clerk: BPG

Arrive: 19Jun19 Time: Depart: 23Jun19 Time: 12:30PM Folio Number: G1446

DATE	DESCRIPTION	CHARGES	CREDITS
Charges Transferred FROM 92539 FREEMAN/MARA COOTE			
20Jun19	Room Charge	129.00	
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45 ; 2 = 3.23	
21Jun19	Room Charge	129.00	
21Jun19	Convention and Tourism Tax	5.16	
21Jun19	Dmf	2.81	
21Jun19	Gst	6.45 ; 2 = 3.22	
Total Charges Transferred FROM 92539		286.84 - 6.45 = 280.39	
Charges Transferred FROM 92540 [REDACTED]			
20Jun19	Room Charge	129.00	
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45	
Total Charges Transferred FROM 92540		143.42	
Charges Transferred FROM 93224 [REDACTED]			
20Jun19	Room Charge	129.00	
20Jun19	Convention and Tourism Tax	5.16	
20Jun19	Dmf	2.81	
20Jun19	Gst	6.45	
21Jun19	Room Charge	129.00	
21Jun19	Convention and Tourism Tax	5.16	
21Jun19	Dmf	2.81	
21Jun19	Gst	6.45	
Total Charges Transferred FROM 93224		286.84	

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