

EXPENSE REPORTING FORM



Name: Don Gillespie

Title: Board Member

Reporting Period: April 1 to September 30, 2018

Date			Amount	Expense Category	Description
Month	Date	Year			
April	3	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	10	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	17	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	18	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	23	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	24	2018	\$ 22.96	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
May	3	2018	\$ 18.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	4	2018	\$ 18.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	7	2018	\$ 22.56	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
May	8	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	15	2018	\$ 45.60	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
May	16	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	24	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	29	2018	\$ 46.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	29	2018	\$ 8.00	Travel - Incidentals (parking, tolls)	PRHC Board Related Committee / Meeting
May	30	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	6	2018	\$ 22.56	Travel - Own Use (mileage)	Attendance/Presentation at Community Meeting
June	12	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	21	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	22	2018	\$ 21.92	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	26	2018	\$ 46.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	27	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	5	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	24	2018	\$ 46.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	24	2018	\$ 37.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	26	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	31	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	31	2018	\$ 50.32	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	1	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	7	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	9	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	9	2018	\$ 20.00	Meal	PRHC Board Related Committee / Meeting
August	15	2018	\$ 18.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	16	2018	\$ 18.56	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	20	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	22	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	5	2018	\$ 92.80	Travel - Own Use (mileage)	Professional Development
September	7	2018	\$ 33.90	Travel - Incidentals (parking, tolls)	Professional Development
September	7	2018	\$ 458.74	Travel - Accommodation	Professional Development
September	7	2018	\$ 92.80	Travel - Own Use (mileage)	Professional Development
September	11	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	17	2018	\$ 22.96	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting

Definitions:

- Date(s): When expenses were incurred
- Amount: The value of the approved expense
- Expense Category: The type of expense incurred:
 - Meal
 - Travel
 - o Accommodation
 - o Travel incidentals (insurance, parking, tolls, etc.)
 - o Vehicle rental or own use (mileage)
 - o Taxi or public transportation
 - o Train or air travel
 - o Vehicle Rental
- Description: Notes explaining the context in which the expenses were incurred or any other relevant details.