

**EXPENSE REPORTING FORM**



Name: Mary Ferguson-Paré

Title: Board Member

Reporting Period: April 1, 2019 to September 30, 2019

Date			Amount	Expense Category	Description
Month	Date	Year			
April	17	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
April	18	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	3	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	14	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	22	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	28	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	29	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	30	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
May	31	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	5	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	18	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	26	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	10	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
July	31	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
August	20	2019	\$ 2.00	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	4	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	16	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	17	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	18	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	19	2019	\$ 23.20	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	20	2019	\$ 23.20	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.