EXPENSE REPORTING FORM

Name: David Ames No expenses to report

Title: Board Member

Reporting Period: October 1 2020 to March 31 2021

Date					
Month	**Date**	**Year**	**Amount**	**Expense Category**	**Description**

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.