

EXPENSE REPORTING FORM

Name: Sean Martin

Title: VP

Reporting Period: October 1, 2020 to March 31, 2021



Date			Amount	Expense Category	Description
Month	Date	Year			

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

Sean Martin, VP 
[Sean Martin \(Apr 23, 2021 14:43 EDT\)](#)

Apr 23, 2021

 April 27, 2021

S. Martin BPS_210423

Final Audit Report

2021-04-23

Created:	2021-04-23
By:	Claire Payne (clpayne@prhc.on.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1XRCbrLNFid5PHalbONfgjQzFZRwooSg

"S. Martin BPS_210423" History

-  Document created by Claire Payne (clpayne@prhc.on.ca)
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