EXPENSE REPORTING FORM

PRHC
Peterborough Regional Health Centre

Name: Brenda Weir

Title: EVP & CNE

Reporting Period: April 1, 2021 to September 30, 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.

Brenda Weir, EVP & CNE BW 5/10/2021