

EXPENSE REPORTING FORM

Name: Dr. Lynn Mikula

Title: Chief of Staff

Reporting Period: October 1, 2021 to March 31, 2022



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 were incurred or any other relevant details.

Dr. Lynn Mikula, EVP, CME, CMO

04/25/2022