

EXPENSE REPORTING FORM

Name: Caroline Gaffney

Title: Board Member

Reporting Period: April 1, 2025 to September 30, 2025



Date			Amount	Expense Category	Description
Month	Date	Year			
May	25	2025	\$ 25.00	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
June	25	2025	\$ 25.00	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	4	2025	\$ 25.00	Travel - Own Use (mileage)	PRHC Board Related Committee / Meeting
September	24	2025	\$ 25.00	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

 Accommodation Travel incidentals (insurance, parking, tolls, etc.) Vehicle rental or own use (mileage) Taxi or public transportation Train or air travel Vehicle Rental

Description: Notes explaining the context in which the expenses were incurred or any other relevant details.

APPROVED

Rick Godard, 11/1/2025, 10:19:00 AM