

## Posting of Expenses

**Name:** Lianne Wheeler

**Title:** Chief Nursing Officer

**Reporting Period:** April 01, 2011 – Sept. 30, 2011

Date	Amount	Expense Category	Description
April 5-20	\$118.44	Travel - Mileage	Local Valley travel for meetings
May 06	\$75.00	Travel – Personal Vehicle Allowance	LTC meeting in Arnprior
	\$30.00	Fuel	
July 25-26	\$141.25	Conference	OHA – FIPPA Training, Regional ALC Meeting
	\$140.94	Car Rental	
	\$49.76	Fuel	
	\$72.40	Meals	
	\$312.95	Accommodation	

### Definitions:

Date(s): - when expense(s) were incurred

Amount: - the value of the approved expense

Expense Category: - the type of expense incurred:

- Travel
  - Vehicle rental or own use (mileage)
  - Train or air travel
  - Taxi or public transportation
  - Accommodation
  - Travel incidentals (insurance, parking, tolls)
- Meal
- Hospitality

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