

**Posting of Expenses  
Quarter 1**

Name:

Title:

Reporting Period: April 1, 2017 - June 30, 2017

Date of Expense	Amount	Expenses incurred due to job function	Description
18/05/2017	196.21 \$	TNCC Quebec	Hotel
18/05/2017	289.74 \$	TNCC Quebec	Via Rail 1 - Train
18/05/2017	11.00 \$	TNCC Quebec	Taxi
18/05/2017	12.00 \$	TNCC Quebec	Taxi
18/05/2017	18.00 \$	TNCC Quebec	Taxi
18/05/2017	12.00 \$	Table DPS MTL	Parking
23/05/2017	12.00 \$	IUGM	Parking
24/05/2017	12.00 \$	MSSS Meeting	Parking
06/01/2017	270.19 \$	Table DSP - QC	Via Rail 1 - Train
06/01/2017	231.91 \$	Table DSP - QC	Hotel
01/06/2017	12.00 \$	Table DSP - QC	Taxi
01/06/2017	34.00 \$	Lachine	Parking
<b>Total:</b>	<b>1,111.05 \$</b>		

- Expense categories
- Travel - Taxi
- Travel - Parking
- Travel - Airfare
- Travel - Hotel
- Travel - Mileage
- Travel - Meals
- Hospitality

- Description
- Off-site meeting
- Conference